

Labhansh Bakshi

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Summary:

- Energetic Recruiter with 2+ years of experience managing customer support and full cycle recruitment. Implementing strategies to accelerate hiring processes, adhering to strict deadlines while drawing in high performing, accomplished candidates.

Skills:

- Customer Care
- Customer Support
- Recruitment
- Resume Screening
- Negotiation
- Resume Sourcing
- Communication
- Problem Solving
- Database Management

Education:

- Bachelor of Commerce, OPJS University, (2021 – Pursuing)
- Sisodiya Public School Senior Higher Secondary Passing Year - 2021

Experience:

Lancesoft Inco. Oct 23 – Mar 24

Talent Acquisition Specialist

- Responsible for full hiring cycle, including sourcing; per-screening and locking candidates. Supported Account Managers in process of Recruiting and negotiating and resolving vendor and client issues.
- Finalized the Pay rate formalities with the Vendors and Consultants.
- Strong experience in Full Cycle Recruitment for various positions in Healthcare, Medical device Manufacturing domain that includes direct Clients as well as Implementation Partners Clients such as - IBM, Red Hat, Booze Allen Hamilton, MITLL, CVS Healthcare, Honor Healthcare Hospital, Thermo Fisher Scientific, Johnson Control and many more.
- Utilized various VMS like Fieldglass, Beeline, Coupa, workforcelogiq, Simplify etc.
- Strong sourcing skills using Job Diva, Monster, Career Builder, Indeed, LinkedIn Recruiter, Dice.
- Responsible for end-to-end Recruitment Life Cycle majorly for Healthcare and medical device manufacturing Clients
- Coordinated and interacted with clients for all activities of recruitment for existing as well as new ones.
- Developed interview schedules, acted as the first point of contact with potential candidates for In-person / Video screening set up, coordination of interviews till final feedback from the client's side.
- Hands-on experience in sourcing resumes through various channels and submitting their profile for relevant open job roles.
- Sourced profiles for various Technical, Non-technical, Healthcare, and Federal requirements as per clients need.
- Sourced and screened candidate's on the basis of client requirement and have good hands on experience in screening visa types such as CPT, OPT, H1, H4, TN as well as Green card holders and US Citizens.
- Negotiated offer details and closed hires at good markup as per the clients need provided the best services to the client and good experience in post closure negotiations.

Spectraforce LLC Jun 22 – May 23

US Recruiter

- Responsible for sourcing, recruiting and screening applicants for a variety of Healthcare, technical and non technical positions and providing best quality to the clients.
- Responsible for handling the complete Recruiting Life Cycle for various Direct clients such as Airbnb, Blue Cross Blue Shield, Thermo Fisher Scientific, CVS Health, Chubb Insurance, Corning, Charles Schwab, Capital One, Marsh & McLennan, Northern Trust, Neiman Marcus, Pearson Education, Travelers Insurance, United Health Group, United Airlines, Etc.
- Responsible for reviewing job applications from external source and internal source such as Job diva, Indeed, Dice, Monster, CareerBuilder, Leoforce and LinkedIn
- Experienced working with both W2, C2C and 1099 requirements and provided best hires to the clients
- Focused on quality submissions and closures to fulfill the clients requirements.
- Responsible for Contacting and Following up with the Client on a daily basis to understand clients need and source candidates accordingly
- Worked on various Healthcare, Technical and Non-technical Requirements, for Contract, Contract to hire and Permanent positions
- Responsible for submitting candidate on VMS (Vendor Management System)
- Responsible for maintaining relationships with candidates and clients for getting Recruitment and On-boarding process done.

Hird LLC Jan 22 – Jun 22

US Recruiter

- End to end hard-core recruitment.
- Managed 3 clients and also have developed a good bond with the candidates I enrolled.
- Experience using different job boards
- Experienced enrolling candidates for both contract and full time positions
- Worked with both Technical and Non-Technical requirements
- Completed on-boarding of the candidates I enrolled