**Hubert Michael Seelan**

[**hubertmichaelseelan@gmail.com**](mailto:hubertmichaelseelan@gmail.com)

**9488400018**

**https://www.linkedin.com/in/hubert-michael-seelan-a-6624a8235/**

**https://github.com/Hubert-Michael-Seelan**

**Summary:**

* Dedicated and results-driven professional with a strong background in Mathematics and IT Recruitment.
* Experienced US IT Recruiter with a keen eye for identifying top talent and matching them with the right opportunities.
* Proficient in HTML, CSS, and JavaScript, with a recent completion of a Full Stack Development course from Guvi.
* Committed to delivering exceptional results through effective communication, relationship-building, and a passion for continuous learning.

**Education:**

* MSc in Mathematics

Patrician College of Arts and Science - 2022

* BSc in Mathematics

Patrician College of Arts and Science – 2020

**Technical Skills:**

* Front-End: HTML 5, CSS 3, Bootstrap 5, ReactJS
* Back-End: NodeJS, MongoDB, MYSQL
* MS Office: Excel, Word, Outlook, Powerpoint

**Work Experience:**

**Lorven Technologies Inc.**

**US IT Recruiter**

**Chennai Mar 2022 – May 2023**

* Collaborated with Implementation Partners like Capgemini, TCS and DXE to understand their staffing needs and requirements.
* Excellent in sourcing and screening the US IT Candidates using Ceipal ATS Software also in Job boards such as Career portal, Dice, Monster and sourced the candidates in LinkedIn also.
* Knowledge in US Tax Terms C2C and W2, Basic Skills IT Related.
* Excellent in negotiating the rate with the employer and submit the candidates to the client.
* Managed the entire recruitment cycle, from initial contact to offer negotiation.
* Built and maintained relationships with candidates and clients, ensuring successful placements.

**Achievements & Awards**

* Participated and received a certificate on WALKATHON at Madras University
* Participated and received a certificate for completing 10km in RUN FOR A CAUSE CANCERATHON held at Patrician college of arts and science
* Participated and received certificates on INTER COLLEGE Chess Competition.
* Participated at school level sports competition on 100m and 800m at ZONE and DIVISION LEVEL

**Strength**

* Punctuality
* Good Listener
* Responsible towards work. Sincere and hardworking
* Quick Learner

**Personal Skills:**

* Excellent written and verbal communication skills
* Highly organized and efficient
* Ability to work independently or as a team
* Proven leadership skills and have an ability to motivate