

## Tahir Hussain

Independent Recruiter | Talent Acquisition Specialist | Business Development

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### Profile

Talent Acquisition Specialist with 20+ years of experience in full-cycle recruitment, offshore staffing, and client relationship management across the US and UK markets. Skilled in sourcing top talent for BPO, IT, healthcare, and administrative roles using ATS tools like JazzHR, Zoho, and LinkedIn Recruiter. Experienced in onboarding, HR coordination, and employer branding to support organizational growth in fast-paced, global environments. Recently completed MBA (2023) with strong expertise in delivering measurable results in talent acquisition and supply chain management.

### Key Skills

- Full-cycle Recruitment (US & Europe)
- Talent Sourcing & Pipeline Development
- Boolean Search & LinkedIn Recruiter
- Client Acquisition & Relationship Management
- ATS Systems (JazzHR, Zoho, Salesforce, HubSpot)
- Employer Branding & Market Research
- Supply Chain Optimization & Vendor Management
- Leadership, Communication, Problem-Solving
- Google Workspace & MS Office Proficiency

### Professional Experience

**Talent Acquisition Specialist (Freelance – USA & Europe) | 2024– Present**

- Manage full recruitment lifecycle for international clients across technology, healthcare, and logistics sectors.
- Source and engage passive candidates through LinkedIn Recruiter, Boolean search, and job boards.
- Collaborate with **US/UK hiring managers** to ensure alignment with hiring goals and compliance.
- Coordinate offer management, onboarding documentation, and candidate communication.

- Expanding experience in **BPO and offshore staffing operations**, particularly in administrative and customer service functions.

Enhancing involvement in **HR coordination activities** such as onboarding, documentation, and employee engagement.

- Continuing professional development in **HR compliance** and talent analytics to support data-driven hiring strategies.
- Improved candidate pipeline efficiency, **reducing time-to-hire by 40%**.
- Developed employer **branding strategies**, improving client visibility and attracting top talent.

#### **Business Development Specialist – Silverlight Research Group, UK | 2023 – 2024**

- Drove **B2B sales** and client acquisition, expanding business opportunities in research and consulting sectors.
- Managed full sales cycle using **CRM platforms** (Salesforce, HubSpot, Zoho, JazzHR).
- Generated leads via LinkedIn outreach, cold calling, and email campaigns.
- Collaborated with cross-functional teams to deliver tailored solutions, achieving consistent revenue growth.

#### **Supply Chain Officer – HANDS Pakistan | 2018 – 2023**

- Reduced procurement **costs by 20% through** effective vendor negotiations.
- Implemented strategic procurement plans aligning with organizational objectives.
- Improved supply chain delivery timelines and vendor performance.

#### **Office Assistant (Logistics & Materials) – PTCL Pakistan | 1995 – 2008**

- Streamlined inventory management processes and improved shipment tracking.
- Coordinated logistics operations ensuring timely delivery of materials.

#### **Education**

##### **Master of Business Administration (MBA), Shah Abdul Latif University, Khairpur | GPA: 3.03 | 2023**

Bachelor of Commerce (B.Com), Shah Abdul Latif University, Khairpur | 1993

Higher Secondary Certificate (H.S.C) in Commerce, BISE Sukkur | 1993

Secondary School Certificate (S.S.C) in Science, BISE Sukkur | 1995