

SIDDHARTH BENGALÉ

Surendragardh Seminary Hills
Nagpur 440006
9156733995
siddharth.bengale@gmail.com

CAREER OBJECTIVE

Experienced Recruiter with a demonstrated history of working in the outsourcing/offshoring industry. Skilled in Relationship Building, Sourcing, 360 Recruitment, Social care Recruitment, good communication and interpersonal skills

EXPERIENCE

- **Interactive Manpower Solution (IMS People)**

Recruitment Consultant

August 2019 - Till Date

Roles and Responsibilities:-

Worked for Social Care Sector in UK where I have had below roles & responsibilities.

Posting job openings on various Web sites, Mat, Talisman

Screening candidates at the initial stages

Scheduling interviews

Headhunting

Interviewing and assessing prospective applicants and matching them with vacancies at client companies

Screening candidates and drawing up shortlists of candidates for clients to interview

Organising interviews and selection events

Making arrangements for the advertisement of vacancies

Helping applicants to prepare for interviews

Building relationships with clients

Compliance candidate file and put forward to end client.

- **TeleTech**

Customer Support Representative

December 2018 - May 2019

Roles and Responsibilities:-

Maintaining a positive, empathetic and professional attitude toward customers at all times.

Responding promptly to customer inquiries.

Communicating with customers through various channels.

Acknowledging and resolving customer complaints.

Knowing our products inside and out so that you can answer questions.

Processing orders, forms, applications, and requests.

Keeping records of customer interactions, transactions, comments and complaints.

Communicating and coordinating with colleagues as necessary.

Providing feedback on the efficiency of the customer service process.

Ensure customer satisfaction and provide professional customer support.

- **Axis Bank**

Intern

April 2018 - June 2018

KEY LEARNINGS:

All Banking Transactions were taking place on Computer Systems which include various software's like Finacle, CRM, and Saksham.\

Reasons why cheques are returned.

NEFT and RTGS.

Risk Management

Product and procedure

Reconciliation and rectification

Clearing House: A bankers' clearing house is an organization that transfers money between member banks, originally to clear checks. For more than a century, this service has been expanded to include several other banking services now done electronically.

EDUCATION

- **Dr. Ambedkar Institute of Management Studies & Research**
Master of Business Administration
70.73%
2018
- **Hislop college**
Bachelor of Commerce,
69%
2016
- **G S College**
HSC COMMERCE
83%
2013

TECHNICAL SKILLS

- Certification course in NISM MUTUAL FUND
- Certification course in MS-CIT
- Basic knowledge about Ms-Word, Excel.
- TYPING -30 WPM
- Tally 9.0

PROJECTS

- **Market Understanding for Dinshaws** 15 days
Live project with Dinshaw's for Price Water Cooper's.

ACHIEVEMENTS & AWARDS

- Got Runner up Price for analyzing Union Budget 2017-18 in "Analysis-2017" held at Dr.Ambedkar Institute of Management Studies and Research, Nagpur Feb-2017.

INTERESTS

- Staffing & Recruiting
- H R administrative

ACTIVITIES

- Actively Participated in PraharCamp (JAN 2017)
- Member of Annual College Event ANUBHUTI in 2016.

PERSONAL PROFILE

- Date of Birth : 12/06/1995
- Marital Status : single
- Nationality : Indian
- Known Languages : English, Hindi, Marathi
- Hobby : Singing, Reading novels, traveling