

Contact

+919033060880 (Mobile)
parmarjitu225@gmail.com

www.linkedin.com/in/jitendra-parmar-baa014226 (LinkedIn)

Top Skills

Recruiting

Staffing Services

Technical Recruiting

Jitendra Parmar

Team Lead @ KTRIAN | Helping IT Staffing Industry | Technical Recruiter
Ahmedabad

Summary

- I'm a Recruitment specialist with extensive experience in the US IT Staffing & Recruitment. I have been working for major clients such as Microsoft, Nintendo, Facebook, AT&T, Amazon, and more.
- Delivered multiple hires on contract and perm roles for Fortune 50 to 5000
- Experience in full life cycle recruiting – gathering requisitions from clients/departments/account managers, candidate identification, technical assessment and evaluation, coordinating client interviews, offer negotiation, closure and candidate onboarding.
- Detail oriented ability in identifying a perfect match/candidate as per the client's needs.
- Extensive experience hiring full-time w2 resources on different work authorizations (Citizen, Green Card, H1B, EAD, TN), tax terms (C2C, W2, 1099), and mode of employment (contract, full-time, contract-to-hire).
- Varied expertise in the IT recruiting industry including recruiting leadership, client development, direct hire recruitment, and contract recruiting for:
 - o IT Web / Software Developers (C#, .Net, Java, UI/UX, Hadoop, R, Mainframe, SQL, Tableau, Power BI, etc.)
 - o IT Network / Storage Administrators (Windows, Linux, UNIX, VMware, Cisco, etc.)
 - o GIS, SharePoint, DBA, Data Analytics, IT Project Managers, Contract Managers, etc.
- Technically savvy and proficient with ATS and VMS systems such as iCIMS, Job Diva, Beeline, and others.
- Have good working experience with MS Office (Word, Excel, Outlook, MS Teams, google meet, Skype).

Experience

KTRIAN

4 years 6 months

Team Lead

June 2021 - Present (7 months)

Ahmedabad, Gujarat, India

- As Lead Recruiter, I have been involved in the full recruitment process from sourcing, qualifying candidates, client submissions, coordinating the interviews, prepping for interviews, offer negotiation, reference checks, and onboarding.
- Responsible for delivering more than 5 clients and supporting 8 members of my team in SME capacity.
- Develop a comprehensive recruiting strategy to help provide a long-term plan for growth. While doing that I also actively recruit to build a solid pipeline of candidates and fill current openings.
- Handle high volume staffing clients and their critical quality requirements at any given time.
- Working with the client hiring managers and internal stakeholders directly on their open positions to improve the hiring ratio.
- Occasional meetings with hiring managers to establish good relationships to understand and prepare for the future hiring patterns.
- Onboarding the onshore and offshore candidates and explaining company policies and processes in detail.
- Training new recruiters for process knowledge, job boards, and all about SDLC.

Senior Technical Recruiter

May 2019 - June 2021 (2 years 2 months)

Ahmedabad, Gujarat, India

- I have been involved in the full recruitment process from sourcing, qualifying candidates, client submissions, coordinating the interviews, prepping for interviews, offer negotiation, reference checks, and onboarding.
- Recruiting across the USA, Europe, Asia via sourcing candidates thru multiple channels like internal databases, Job Portal, job postings, referrals, and networking.
- Responsible for sourcing and recruiting the candidates for Onshore and Offshore opportunities.
- Working directly with the account managers within the branch and nationwide on their requirements and sourcing the qualified candidates as per the client's needs.

- Experienced working on multiple jobs portals, ATS and VMS (LinkedIn, Dice, Monster, Indeed, ZipRecruiter, Beeline, iCIMS, JobDiva, Bullhorns, Greenhouse)
- Send mass emails matching required skills to target larger responses.
- Successfully achieved monthly quarterly KRAs and targets.
- Participate in corporate conference meetings to contribute to cultural growth.
- Mentor the junior recruiters and help them improve their skills.
- Attend weekly client con calls to improve delivery.
- Maintaining strong relationships with candidates.
- Experienced working in a fast pace & high volume environment.

Technical Recruiter

July 2017 - May 2019 (1 year 11 months)

Ahmedabad, Gujarat, India

Worked in fast-paced VMS environment for Microsoft Client.

Focus Infoline Pvt. Ltd.

2 years 8 months

Team Lead

January 2015 - April 2016 (1 year 4 months)

Ahmedabad, Gujarat, India

Medical Compensation Claim Process for US based clients

We were helping patients to receive compensation against Medical manufacturing companies for product defects.

Inbound Customer Service Representative

July 2014 - December 2014 (6 months)

Ahmedabad, Gujarat, India

Customer Service Representative

September 2013 - June 2014 (10 months)

Ahmedabad, Gujarat, India

Education

Gujarat Technological University, Ahmedabad

Bachelor of Engineering - BE, Information Technology · (May 2009 - July 2013)