

# Anshul Laikar

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## Work Experience

### Recruiter (Intern) at StarChase Executive Search

May 2019 to June 2019

#### Responsibilities:

- Understanding job profiles shared with us by client-side HR
- Finding potential candidates for the job profiles by sorting their resumes on Naukri.com through many data filters like work experience, college, keywords in their resume etc.
- Mailing them the job profile and calling them if they share their number to talk about the job.
- Vetting them for whether they match the needs of the client
- Sending the interested candidates' profiles to client-side HR

#### Skills Learnt:

- Communication and listening skills- Learnt how to talk professionally to candidates.
- Marketing skills- Had to sell the position and the company to the candidate.
- Analytical skills - Had to go through hundreds of resumes in a day to find potential candidates for roles. Used data sorting as well as correlating a few keywords to job profiles to make finding good resumes easier. If the candidate had certain keywords in his resume, he was more likely to be a good fit for the role.

## Education

- St. Xavier's College, Mumbai (BSc- Physics, Math) (2018 - 2021)

## Portfolio

Check out all my projects [here](#)