**Professional Summary**

10 years of IT experience in Recruitment and Resource Management. Was deputed to Kanbay Inc, USA from Aug 2004 – June 2007 as Resource Analyst. Extensively involved in resource management/ staffing, employee relationship management, facilitate work permits and Visas for software professionals travelling onsite, recruitment (campus hiring from Tier1 institutes across India,off-campus,lateral hiring).

Currently on a break for personal reasons

***Capgemini (I) Pvt. Ltd July 2008 – Till Date***

***Resource Manager/Staffing and Operations Manager***

***Feb 2013 – Till date***

As a Staffing Manager was involved in analyzing, developing and implementing staffing solutions for software development projects.

* Ensure updated information on all requisitions to be staffed in India and APAC
* Actively interface with practice/accounts to identify internal resources for staffing projects.
* Review, track and report on on-going center metrics to ensure maximum utilizations of resources.
* Over all bench management for India and APAC
* Coordinate training to maximize efficiency and minimize impact to business.
* Liasion with the recruitment team for requirements that need to be staffed from external market.
* Budgetting in terms of FTEs and finance forecast on Monthly and yearly basis
* Liasing with the Finance team for the forecasting of budget to be on par with current utilization
* Preparing Capacity dashboards and other MIS reports

***Learning Specialist July 2008 – Feb 2013***

The training may be an internal or the induction to external on T24.

* Identifyint the training needs for the external clients.
* Preparing TOC if the training is tailored.
* Discussion with the clients on finalising the contents.
* Identifying internal/Freelance trainers for the skills
* Engaging the trainers
* Coordinating the training and collect feedbacks
* Training the clients for any advance trainings.

**Worked as a corporate trainer in NIIT(ELS) from July 2007 till June 2008**

**Worked as Lecturer for Hindu college, Pattabiram between June 2006 till May 2007**

**Worked as lecturer for HL College, Ahmedabad between Sep 1999 to Sep 2001**

**Achievements**

* Best staffing awared, 2013
* Excellence award for Practice support, 2014
* Best Mentor Award in 2015 and 2016

**Educational Qualification**

**Masters of Computer Application, Bharathidasan University, India**

**Bachelors of Science, SRC**.

**Personal Details**

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