

AAYUSHI SHARMA

Assistant Team Lead
-Talent Acquisition

My Contact

✉ sharmaayushi3210@gmail.com
☎ 7240650228
📍 Jaipur, Rajasthan

Soft Skill

- Observation
- Decision making
- Communication
- Multi-tasking

Education Background

- IILM-AHL, Jaipur | MBA -HR & Marketing (2019-2021)
- KVGIT, Jaipur | BBA -HR & Marketing (2016-2019)
- Modern Academy, Jaipur | Higher Secondary (2016)

About Me

Assistant Team Lead with 3 Years of experience in sourcing and hiring talent for IT industry organization's. Skilled in full recruitment process with end to end cycle. Ability to self-manage multiple positions by sourcing, screening, coordinating interviews, negotiating and closing candidates requirement. An energetic professional with problem solving ability.

Professional Experience

ACS Private Limited | Assistant Team Lead -TA

March 2023- Present

Key responsibilities:

- Consulting for high tech profiles to understand their needs and fill open requisitions.
- Utilizes Job portals, referrals and other creative means to identify qualified candidates for permanent and contractual opportunities
- Expertise in Hiring in C2H, Lateral Hiring, Contract Roles. Full time employment roles.
- End to End recruitment for client requirements.
- Interaction with Client's for requirements and onboarding process.
- Strong follow ups for interview line up and final Formalities
- Handling a Team of 15 Recruiters under the guidance.
- Clients working for PWC Global, PWC India, EY, Capgemini, Wipro, Accenture, Cognizant, Sagility India.

Talent Employer Private Limited | Senior Technical Recruiter

Oct 2020- Feb 2023

Key responsibilities:

- Experience in Handling the entire end to end Recruitment Cycle.
- Helping Team of 5 Members as a Mentor and Guide.
- Sourcing, Screening, Short listing & arranging interviews using various Job portals, referrals, Database searches & Job postings.
- Source potential candidates from various online channels.
- Ensure closure of positions within target hire date through rigorous follow-ups and coordination with the candidate.
- Also following up with the interview panel, basically bridging the necessary gap between employer and candidate till the whole process.
- Executing on boarding process of new employee along with necessary documentation
- Clients worked for Infosys, Capgemini, Wipro, Zensar Technologies, Atos.

INTERNSHIPS :

- Avsar Ventures | Campus Recruiter
- Zaptas Technologies | HR Intern

Achievements

- Employee of the Month-June'23 (ACS Pvt Ltd.)
- Employee of the Quarter (April'23-June'23,ACS Pvt Ltd.)
- Awarded 2 Times as Recruiter of the month (Oct'2021 and February'2022, Talentplayer)
- Secured 2nd position in National level Debate Competition organized by St. Wilfred College,Jaipur (2017)
- Awarded by Gargi Award by Rajasthan Government (2017)
- Secured Overall Rank-2nd in BBA (2016-2019)
- Head Girl, Modern Academy (2016)
- Secured 2nd runner up in Dance Competition organized by Maharani College,Jaipur (2016)
- Certification in Fundamental of Digital Marketing Course
- Actively participated in different event in school and college (Treasurehunt, quiz,chess,nukkad natak, etc)