

Professional Summary

Results-driven CO12 Consultant with 15+ years of experience in Human Resources, Recruiting, and Temporary Placement. Proven track record of delivering top talent to senior and middle-level positions across various industries. Skilled in strategic workforce planning, talent acquisition, and team leadership.

Professional Experience

Manav Placement Consultant (MPC) - CO12

Inazuma.co | January 2018 - Present

Senior Recruitment Consultant

TalentSphere Inc. | June 2015 - December 2017

Key Achievements:

- Increased client base by 30% through strategic networking and tailored recruitment services.
- Successfully placed 25 candidates in C-suite positions within a 12-month period.

Responsibilities:

- Managed a portfolio of high-profile clients across the finance and technology sectors.
- Developed and executed customized recruitment strategies to meet client needs.

Recruitment Team Lead

HR Solutions Ltd. | March 2012 - May 2015

Key Achievements:

- Improved team's placement rate by 25% through process optimization and training initiatives.
- Built and maintained relationships with key clients, resulting in a 50% increase in repeat business.

Responsibilities:

- Supervised a team of recruitment consultants, providing guidance and support.
- Collaborated with the sales team to identify new business opportunities.

Recruitment Consultant

Staffing Partners | September 2008 - February 2012

Key Achievements:

- Consistently met or exceeded monthly placement targets, earning 'Top Performer' awards.
- Developed a niche expertise in recruiting for the healthcare industry.

Responsibilities:

- Sourced, screened, and presented candidates to clients for various positions.
- Conducted client meetings to understand recruitment needs and provide solutions.

Education

Master of Business Administration (MBA)

University of Michigan - Ross School of Business

Relevant Coursework:

- Human Resource Management
- Organizational Behavior
- Strategic Management

Technical Skills

Human Resources:

- Workforce Planning
- Talent Acquisition
- Employee Relations

Recruiting:

- Candidate Sourcing
- Interview Techniques
- Job Description Development

Temporary Placement:

- Contract Negotiation
- Vendor Management
- Contingent Workforce Strategies

Software Proficiency:

- ATS Systems (e.g., Workday, BambooHR)
- Microsoft Office Suite
- Google Workspace