

Dedicated professional with proven skills and experience in recruiting, staffing, stakeholder management. Dependable with proven ability to succeed under pressure, deliver excellence and establish genuine relationship. Passionate and organized talent acquisition specialist with 12+ years of experience. Professional talent recruiter who specializes in the prescreening and interview process. Managed recruitment process. Seeking a Senior-level talent acquisition position.

Certifications

- *ChatGPT for HR Certification in Great Learning*
- *Talent Insights journey in LinkedIn*
- *Excel with LinkedIn Recruiter in LinkedIn*

Below are the skills for which I majorly hire / recruit:

- *IT: Java / Full stack / UI (Angular/Reactjs/Redux/vue) , Backend developers : Scala/Akka / Python / Django/ Nodejs / Golang, .Net, Android / iOS, UX/UI Interaction Designers, Testing, PHP / HTML, Data Analytics , Machine Learning etc*
- *IT Infra: Cloud / Devops (GCP, Azure, AWS) Cloud infra Openstack .Net application support, VMware , virtualization etc*
- *Cybersecurity: Devsecops Engineers / Architect, VAPT (penetration testing), Cybersecurity engineers / architect, security auditors, managers etc*
- *Telecom: wireless and wireline both (4G/5G developers / testers), Java NMS, LTE testers, protocol testers, SDN, NFV , MANO engineers, PACO engineers, C/C++ telecom / embedded, DPDK engineers, Optical / packet engineers with SDN / OTN / SONET*
- *Datacom Skills: L2-L7 developers / testers, Datacom developers / testers etc*
- *Networking: CCNA / CCNP / CCIE engineers, datacenter, security architects / engineers etc*
- *NON-IT Skills: Operations / procurement / sales and Technical writers etc*

Achievements:

- Recognized by Business and hiring managers for consistently achieving their hiring needs.
- Recognized by Business for some of the major / important hiring ramp up where I played a core role in hiring huge numbers and establishing the project from scratch.
- Recognized by Business to build whole Implementing Team in India.
- Appreciated by Team Managers on Cost saving and less Vendor Usage.

Experience

SR- Executive Talent Acquisition

Digital Convergence Technologies.

March 1st to Till date.

Provide Software services and OTT Product to different businesses across the globe.

- Consulting with the hiring managers to determine their job requirements and strategizing the hiring process.
- Managing the end-to-end-recruitment process with effective stakeholder management, candidate experience management and offer negotiations to focus on delivering huge hiring demands.

Talent Acquisition Consultant

Reflexis India Pvt Ltd (A part of Zebra Technologies)

18th OCT 2021 to 12th Feb 2024

Provide Software Products of Zebra to different businesses across the globe.

- Consulting with the hiring managers to determine their job requirements and strategizing the hiring process.
- Managing the end-to-end-recruitment process with effective stakeholder management, candidate experience management and offer negotiations to focus on delivering huge hiring demands.
- Assisting the hiring managers with latest market trends by effective market intelligence data.
- Developing sourcing strategies to create a database of applicants best suited for the vacant positions and deliver results

within timely closure of the mandates.

- Handled IT/ Cybersecurity /IT Infra hiring from mid-senior level to leadership level.
- Participating in Workforce Planning Sessions and ad-hoc feedback meeting with hiring managers to enhance the hiring process.
- Reviewing job scope with hiring managers, discussing industry norms/competitive offers, and sourcing top talent for openings.
- Hands-on experience in managing ATS (ICIMS & Eight-Fold) and assisting in HR operations such as on-boarding procedures including document collection, assisting the candidates to complete the online onboarding process.
- Hands-on experience on Salary proposal making and offer initiation process.

- Strategically helped in scaling up headcount with a team with no external vendor support.

Talent Acquisition Specialist

RPO with Cognizant Technologies, Pune.

July 2021 to October 2021

Provide Software services to different businesses across the globe.

- Source, screen, and interview candidates for job openings and identify/select applicants who meet the position requirements to send to hiring managers for consideration.
- Work closely with the hiring team to select the most qualified candidate for open positions.
- Makes employment recommendations based on information developed through prescreens, interviews, reference checks, applications, and resumes.
- Managed 12 recruiters in Sourcing, Targets, Performance and monitor and assist them with the reports.
- Reduced TAT by improving selection ratio by 20 percent and promoting skill-based hiring in the organization.
- Works closely with internal and external stakeholders to negotiate offers.
- Involved in every weekend and weekdays Drives.
- Involved in Volume hiring.
- Involved in BGV checkpoints and conversion of offers to joiners.
- Preparing weekly/monthly reports, tracker sheet of interviews, and selected candidates.

Technical Recruiter

Malomatia India Technology Services Pvt Ltd.

18 Jan 2021 – 6 July 2021.

Qatar based service-based organization with Qatar Government projects.

- Automated recruitment processes & implemented ATS tool, raising efficiency levels for recruitment team by 40%.
- Increased offer to join ratio by 30 percent while maintaining the quality of hire.
- Promoted employee referral program internally to promote cost effective hiring.
- Sourced profiles using different channels like Naukri, referrals, Monster etc.
- Driven campus hiring by collaborating with institutions and universities.
- Stake holder management and Vendor management.
- Worked as an Individual contribution and closed 63 positions in 6 months.
- Coordinated interviews, Reference checks and closed offers after negotiating salaries.
- Forecasted numbers using Recruitment metrics like Interview Metrics, Channel mix, ageing of profiles, Cost per hire, time to fill, Replacement cost, new hires, talent pipeline etc.
- Executed new joiner Induction & Onboarding.

Lead Recruiter

An Expertise, Pune.

15 April 2019 – 28 Feb-2020

IT Consultancy having multiple MNC's as clients.

- Briefing, Sourcing Candidates, Conducting Interviews & Co-ordination.
- Filled 95+ Positions with top notch Candidates.
- Utilized a wide variety of methods to generate candidates including web-based sourcing, Internet postings, Internal & External networking, Job fairs & Referral programs.
- Greatly enhanced candidates screening by working closely with hiring managers to understand their business requirements.
- Lead a team of 7 recruiters and assisting them in Sourcing and screening perspective.

- Closely worked with stakeholders by understanding requirements and skill negotiations.

Senior IT Recruiter

Pathfinder Management Consulting India LTD. Pune

20 SEP 2018 – 15 Feb 2019

IT Consultancy having multiple MNC's as clients.

- Worked with multiple clients.
- Worked for Mid-level to Leadership requirements.
- Closed several leadership positions along with VP positions.
- Coordinated interviews, managed stakeholders, and published different reports in ATS.

Senior Talent Acquisition Specialist

Softmerge solutions Pvt Ltd.

November-2011 to December 2018

An IT service-based organization.

- Strategize campus visits for GET fresher hiring.
- Closed lateral positions through vendors and internal references.
- Worked with the CEO to hire an initial team of 80 employees while maintaining quality of hire.
- Successfully hired entry level & experienced resources through low cost hiring channels like campus, passive sourcing & social media.
- Designed sourcing mix strategies and hired talent through different channels (Naukri, Job Boards, Paid campaigns Networking and References).
- Advertised positions on different platforms and executed mailers to hire the best fit talent.
- Finalized the selection processes aligned with the defined culture, leadership values & job requirements.
- Defined candidate assessment interviews (Behavioral /Aptitude /Technical test).
- Negotiated offers with the ability to find solutions for different situations.
- Ensured compliance on joining, transfer and exit processes.
- Responsible for the generating offers, onboarding, and induction of new employees.

**HR Executive
FOLKNETZ.**

Duration: 2007 to 2009.

IT Consultancy having multiple MNC's as clients.

- Sourcing for multiple skills.
- Learned how to source in Naukri and monster.
- Handled 3 big clients.
- Coordinating interviews by speaking with stakeholders and candidates.

Education

B-Tech in CSE stream in Full time with JNTU University.

Regards,
Vilasita.