

## **Bhavya Sri Panyala**

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### **CAREER SUMMARY:**

- Having 4 years of experience in US IT Staffing performing needs analysis, consulting on sourcing strategies.
- Worked on Complete Recruitment Life Cycle (Posting, Sourcing, Screening, Interviewing, Negotiating Contracts/ Rates/ Salary/ Compensation, and checking references, Hiring) as per the requisitions from the client.
- Relevant Experience/knowledge with US Tax terms i.e., W2, C2C.
- Handled mostly IT requirements and little non-IT involving a combination of complex skill sets and rare technologies.
- Good experience with all kinds of technologies like Open-source languages, Microsoft technologies, QA, Project Manager etc.
- Experience in working with Direct Clients, Project Implementers and with Prime Vendors.
- Experienced with job portals like Dice, Career builder, Hiring Monster, Ceipal, LinkedIn, Jobdiva, Oorwin.
- Good exposure on social portals like Google groups, LinkedIn groups, etc.
- Coordinating with Prime Vendors/Management/Implementation Partners regarding interview Process and getting the feedback on a regular basis.
- Maintaining Reporting structure/Submissions, Database in excel sheets for personal and Management purpose.
- Ability to communicate effectively both verbally and in writing with all levels of Management.
- Good knowledge of advanced Internet search techniques and other alternative sourcing techniques.

### **EDUCATION:**

- **B. com(computers) (78%)** **2014- 2017**  
Pragathi Degree college for women, Kukatpally.
- **Diploma in computer engineering (77%)** **2011-2014**  
KNPW college for women, Hyderabad.
- **S. S. C (93%)** **2010-2011**  
Abhyudaya Patashala, Domakonda.

### **TECHNICAL SKILLS:**

Tally ERP9  
MS-Office  
HTML, CSS  
Windows 11  
SQL.

**SPECIAL SKILLS AND COMPETENCIES:**

- Confident
- Team Work
- Communicative

**PROFESSIONAL EXPERIENCE:**

**Swift Pace Solutions (Remote)**  
**US IT Recruiter**

**August 2021 –till date**

**Responsibilities:**

- Placed high-end technical professionals in the area of Information Technology Industry in Contract and Full Time positions.
- Specialized in Java Developers, .Net Developer, Network/System/Security Engineers, Web Developers, Quality Assurance/Test Engineers, Technical Program/Product/Project Managers, Business Analysts.
- Effectively recruited Candidates through Internet research, internal database, cold calling, referrals, networking and other strategies.
- Responsible for checking for references, negotiating terms and rates for each project, coordinating the interview process, extending offers and closing candidates.
- Experience on working on technical requirements with Domain specification.
- Well versed in working on critical requirements and delivering on time.
- Competently used job boards like Dice, JobDiva, Vector VMS, Oorwin, Ceipal, Career Builder for US as well as Canadian requirement.
- Actively done searches in LinkedIn, Google and other open web searches to get the right candidates.
- Experience in direct interaction with Account Managers for requirement gathering, rates, client expectations.
- Responsible for making job descriptions and posting on all job boards.
- Responsible for handling candidates on-boarding.
- Responsible for preparing daily reports, Monthly reports in ATS.
- Created and regularly updated Candidates Tracker Sheet in ATS.
- Placed Candidates on Canadian as well as US requirements.
- Responsible for regular follow up with the candidates and Account Managers regarding updates.
- Well versed in candidate screening.
- Hands on Experience on State Client of Virginia and Indiana.

**Pan Asia Resources Pvt.Ltd (Remote)**  
**US IT Recruiter**

**June 2019 – July 2021**

**Responsibilities:**

- Full lifecycle of IT services, filling the requirements by interviewing, screening and reference-checking candidates to ensure they are a fit for the given requirement.
- Understanding staffing needs of clients, reviewing candidate's qualifications & developing

working relationships with those candidates through the recruiting process.

- Sourcing, screening, negotiating, submitting and placing IT Professionals for long term and short-term contracts, contract- to-hire and permanent employment.
- Conducting Internet search using job boards like Hiring Monster, Dice, Ceipal.
- Good exposure on social networking like Google groups, LinkedIn groups
- Handling all kinds of technologies like Open-source languages, Microsoft technologies.
- Good experience in hard to fill requirements
- Facilitated internal candidate interview process and nurture candidate relations through the entire cycle.
- Working with Accounts Managers to follow up of submission made and interviews Involved in issues for interview set ups and delivery problems
- Maintaining profiles database according to technologies

#### **ACHIEVEMENTS:**

- Presented a paper on “Satellite Encryption” at SahlTam’11 a National Level Technical Fest conducted by Sri Chaitanya College of Engineering.
- Awarded as “Best Volunteer” in several events conducted at Kamala Institute Of Technology And Science.

#### **SPORTS:**

- Participated in "**National level Junior Kho Kho Championship**" held at Kamareddy.
- Actively took part in District level sports competitions held at Kamareddy.