

# Roshny Thomas

Bhopal ,MP

+91-8839653762. +91-7024824010 |

roshnythomas369@gmail.com

## Objective

---

Recruitment professional with 3.5 years experience in candidate, client and team management. Currently looking for a reputed company to enhance my skill and knowledge to use it for the growth and success of the organisation.

## Experience

---

- IMS Group (IMS people)** 10-10-2022 - Till date  
Senior Recruiter  
Sourcing for candidates mainly for UK job market .  
Providing resume to client based on thier requirement of candidates on the basis of experience, skill , salary expectations etc  
Coordinating with candidate for interview and joining purpose.
- SP SOFTWARE , Hyderabad** 11-April-2022 - 30-09-2022  
Recruiter  
Job Roles-  
1) Working on end to end recruitment for IT domain  
2) Handling client such as IQVIA and Dell  
3) Sourcing resumes from Naukri job portal and based on the requirements shared by vendor screening them and shortlisting to share the best and most relevant cv based on keenness of the candidate  
4) Worked on roles like IT Business analyst, .net developer , testing engineer , devops profile etc  
5) Scheduling interview and taking care of all onboarding formalities once shortlisted and being in touch with candidate in case of any future query they might have or if they or there contacts are looking for any other job opportunities.
- UNIVERSAL HUNT , Ahmedabad** 5 Aug 2019 - 8 April 2022  
Team lead (Business consultant )  
Job Roles-  
1) Recruitment was mainly focused on overseas premenant recruitment for Africa , Middle East, Indonesia and for few indian client  
2) Industries handled were - Finance, manufacturing, textile , infrastructure,IT ,medical etc  
3) From sourcing to selection to candidate onboarding the entire end to end recruitment was hendeled.  
4) Training new employee on work environment, candidate management,resume sourcing. Have handled a team of 5 members under me for various requirements which includeed local and overseas recruitment.  
5) Performing business development roles like checking for new and upcoming requirements, scheduling interviews, client management also have knowledge of bringing new client .

## Education

---

- Trinity institute of research and technology** 2019  
MBA (HR and Finance)
- Bhopal School of Social Sciences** 2017  
B.com (Computer Application)

## Skills

---

- Team Management Effective Communication Convincing Skill Microsoft word, Excel and power point Hands on experience with linkedin , monster India and monster gulf, naukri

## Certification

---

- TCS ION (Digital learning hub)**  
Learned profesional tips for presentation

## Languages

---

- English, Hindi ,Malyalam ,Gujrati

## Declaration

---

- *I hereby declare that the information stated above is true to the best of my knowledge*