

ROOHI IDRISHI



Sr Lead - Talent Acquisition

- +91 7666809793
- Mumbai, Andheri
- roohidrishi98@gmail.com

EDUCATION

2022-Present

Narsee Monjee Institute of Management Studies

MBA - Human Resource Management

2019-2021

Tolani College of Commerce

Master in Commerce - Business Management

2017- 2019

Tolani College of Commerce

Bachelor of Management Studies

SKILLS

- Talent Acquisition Strategy
- Team Management
- Client Management
- Stakeholder Management
- Training & Development
- Global Recruitment

Dynamic and highly skilled Senior Lead Talent Acquisition professional with almost four years of experience in the field. Known for developing effective recruitment strategies, implementing innovative sourcing techniques, and building lasting relationships with candidates, clients, and Stakeholders.

In addition to my expertise in sourcing and hiring, I possess strong leadership and team management skills. I have successfully led and mentored a team of recruiters, providing guidance, training, and support to ensure their professional growth and development. By fostering a collaborative and high-performing work environment, I have consistently achieved recruitment targets and delivered exceptional results.

WORK EXPERIENCE

Transformatrix Global Pvt Ltd
(Oct 2020 - Aug 2023)

Sr Lead - Talent Acquisition

Strategic Talent Acquisition:

Develop and execute talent acquisition strategies aligned with the organization's goals and objectives. Identify talent needs, forecast hiring requirements, and create comprehensive recruitment plans. Closing senior-level hiring for PAN India and international locations in all industries, including IT and non-IT.

Human Resource Business Partner (HRBP):

The primary responsibility is to understand the business needs and translate them into effective HR strategies and initiatives. Collaborate with key stakeholders to identify HR challenges, develop solutions, and implement HR programs that align with the organization's strategic direction. Contribute to improving organizational performance, employee engagement, and overall workforce productivity.

Team Leadership:

Manage a team of seven talent acquisition specialists and recruiters, providing guidance, mentorship, and support. Delegate tasks, set performance goals, and ensure the team's productivity and success.

Client Handling:

Coordination with clients on a daily basis is necessary to comprehend and comply with their requirements. Account Manager for Leading IT Companies and startups.

Training and Development:

Assess the current skills and knowledge gaps within your recruitment team regarding the hiring processes. Identify areas that require improvement or standardization.

Determine the most effective methods for delivering the training. Consider a combination of in-person sessions, virtual workshops, online modules, and practical exercises. Incorporate real-life examples and case studies to make the training more engaging and relevant.

Process Excellence:

Developed and updated Standard Operating Procedures (SOPs) for talent acquisition processes, ensuring compliance with company policies and industry regulations.

Regularly review and assess the effectiveness of the SOP. Update the SOP accordingly to ensure it remains relevant and aligned with evolving business needs.

Stakeholder management:

Developed and executed comprehensive stakeholder management strategies to align talent acquisition efforts with the company's business objectives.

Built and maintained strong relationships with executive stakeholders, providing regular reports on recruitment metrics, hiring trends, and strategies to attract top talent.

Escalation Handling:

Developed and implemented a comprehensive escalation handling framework to address and resolve critical issues related to candidate experience, stakeholder concerns, and process bottlenecks.

mentored and coached team members on effective escalation management techniques, fostering a proactive and solution-oriented culture within the talent acquisition function.

Recruitment Metrics and Analytics:

Utilize data and analytics to track recruitment metrics and ATS, identify trends, and drive data-informed decision-making.

Generate regular reports and dashboards to communicate recruitment progress, key performance indicators, and insights to senior management.

Internal Hiring:

leading an internal hiring process for finance and HR and implementing a strategic and comprehensive approach. Highlight any innovative strategies you implemented to attract top talent and ensure a smooth hiring process.

JobsnOffers Pvt Ltd (Sept 2019 - Aug 2020)

Executive – HR Recruiter

Lead the full recruitment lifecycle, from sourcing strategies, talent recruitment, and acquisition to interview preparation, offer negotiation, and onboarding.

Non-IT recruitment for the BFSI domain across all PAN India locations, managing profiles from junior to mid-level.

Optimizing the search and selection of candidates through various sources like databases, referrals, and online recruitment services like Naukri, LinkedIn, and Shine.

Maintaining MIS of the candidates based on their experience and skills for easy data mining.

Trained new employees on systems, search strategies, composing emails, vetting candidates, and other crucial functions.

LANGUAGES



Accomplishments

- Best Team Leader Award for the Year (2021 - 2022 & 2022 - 2023)
- Highest Billing Team Award for the Year (2021 - 2022 & 2022 - 2023)
- Outstanding Performer Award for the Year (2022 - 2023)

Hobbies

- Traveling
- Cooking
- Technology