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| **Monalisa Panda** |
| E-mail: Pandamonalisa85@gmail.com , Contact No: +91-9632016741 |
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**OBJECTIVES**

Seeking a challenging role in recruitment operations and provide an efficient and effective solution by analyzing the manpower requirements based on the business strategies, functions, policy settings, facility expansion, and process knowledge that would help the organization to achieve the best solution in business which would increase its productivity and market share.

**SUMMARY**

* Visionary, high-energy and well-rounded IT Recruitment professional effective in management of full life cycle recruiting, fast paced environment and working on time sensitive hiring needs.
* **Around 10 + years of experience in Technical Hiring.**
* Possess strong technical/business acumen and understanding of requirements, deep sourcing skills and experience sourcing passive candidates, excellent candidate assessment skills.
* **Core Expertise involves Mass Recruitment, Niche Hiring, Team Management, Recruitment Strategies and Demand Fulfilment.**
* Extensively worked in the following Industries across levels:
* Automotive
* Telecom and Networking
* Semiconductors

Key Skills / Competencies

* Leadership Hiring HR Interview Branding
* End to End Recruitment Sourcing Strategy
* Niche & Product hiring Candidate Engagement

**PROFESSIONAL EXPERIENCE:**

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| Company Name | Designation | Duration |
| **Vitesco Technology, Bangalore** | Deputy Manager | SApril, 2022 to October 2022 |
| Vitesco Technologies, formerly the Continental Powertrain Division (until September 2019), brings together the full expertise of drive technologies. The company’s aim is to develop innovative, efficient electrification technologies for all types of vehicle. Its portfolio includes 48-volt electrification solutions, electric drives, and power electronics for hybrid and battery-electric vehicles. Furthermore, the product range counts electronic controls, sensors and actuators as well as solutions for exhaust after-treatment. | | |

**Roles & Responsibilities**:

* **Vendor Management, HR Interview, Raising Salary Fitment, Tracker updation, PPT Presentation.**

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| Company Name | Designation | Duration |
| **Continental Automotive, Bangalore( Third party Payroll)** | Recruitment Specialist | May 2015 to April, 2022 |
| Continental AG - a global leader in Automotive suppliers with 140 years of business excellence with about 200,000 employees spread across 49 countries. We supply brake systems, systems and components for powertrains and chassis, instrumentation, infotainment solutions, vehicle electronics, tires and technical elastomers to the lead OEMs. Continental contributes to enhanced driving safety and global climate protection. Continental is also an expert partner in networked automobile communication. | | |

**Roles & Responsibilities**:

* Understanding the requirements.
* Pre-screening and short-listing the candidate for the Customer interview.
* **Scheduling the shortlisted candidates for interviews**
* **Coordinating for interview schedule.**
* Sourcing of resume through different Jobs portal like Naukri, Linkedin as well as extensive existing candidate database like Candidate Reference, Project Mapping, Company Mapping, other social networks.
* Technically screening the candidates identifying appropriate technical skillets and short-listing the probable candidate for various skillets at different levels of expertise aimed at scouting best of talents.
* Thorough understanding of HR principles, policies and practices
* Follow-up with selected candidates to confirm their DOJ and keep the track of the same
* Maintaining the Daily Tracker and Updates of My Candidates
* Able to work independently.

*Domain: Automotive, Telecom, Insurance*

*Skills: Embedded C,C++,Vehicle Diagnostics, Instrument cluster ,Verification and validation Testing, Module Testing, Integration testing, HIL Testing. Autosar, Java, Web Technology, Manual Testing, C#, Automation Testing, System Architect, SIL testing, polyspace, Vehicle testing, php.*

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| Company Name | Designation | Duration |
| **PeoplePlus, Bangalore** | Senior Staffing Specialist – Acting Team Lead | March 2012 to October 2013 |
| PEOPLEplus is one of the TOP Resource Support Companies in the IT segment. It is a Resourcing Partner to a number of the top-tier high technology companies, especially in the Embedded, Telecom, Storage, DSP, Wireless, Multimedia, and EDA and VLSI domains.Specialties Staffing, Consulting, Executive hiring, RPO, Setup of Companies, Contract Staffing, | | |
| [http://www.peopleplusindia.com](http://www.linkedin.com/redirect?url=http%3A%2F%2Fwww%2Epeopleplusindia%2Ecom&urlhash=q3eK&trk=PEOPLEplus+Professional+Services_website) | | |

**Roles and Responsibilities:**

* Managed the complete recruitment life-cycle - ensured quality hires within the stipulated time frame.
* Working on job portals, existing databases, social networking , References to source candidates with the required skill sets
* Involved in contractual and permanent placements.
* Screening to check suitability, fitment and provide the necessary information to candidates about the job.
* Scheduling interviews (telephonic, face to face or skype) and coordinating for further rounds, getting feedback from Clients.
* Negotiate and onboard candidates on compensation packages in accordance with Clients salary bands and/or ongoing market trends to maintain parity and ensure good offer to join ratio.
* Post offer follow-up to sustain the interest to ensure the offered candidate joins.

Involved in training new joiners in the team and handled a team of six team members

**Technologies Supported** : OSI Layers , GSM/ 2G, LTE /3G , 3GPP , UMTS/4G , CDMA, GPRS, Symbian, Bluetooth, WIFI, , Android , Multimedia , ( Audio/ Video Codecs) , MMS, SMS . RTOS , BSP , Board Bring up ( Bootloader ) , Embedded Linux , Firmware/ Drivers , Internals, Kernel, TCP/IP, NMS, EMS , SOC, HDL , VHDL , Verification ,Validation in Pre and Post Silicon .

Dotnet , Core java , PeopleSoft , DBA / Admin , Abinitio ,

**Clients :**

Calsoft Labs, Collabera ,Intel Technologies , Societe Generale ,Vmware (EMC2) ,Ericsson , Freescale semiconductors , Allstate , Polaris , Century Link , TCS , and many more

**Lofty Systems, Bangalore from June 2011 to March 2012 as Technical Recruiter**

**ACHIEVEMENTS**

* Achieved Target Consistently.
* Handled Escalation related Customers / Clients.
* Closed positions before the stipulated time given by customers.

**QUALIFICATION**

* **Master in Business Administration** with **HR** specialization under Sambalpur University, with 68% in 2011.

**DECLARATION**

I hereby declare that above mentioned information are true to the best of my knowledge.

Date:

Place: Bangalore

Monalisa Panda