

RAHUL KUMAR SINGH

Bhubaneswar, Odisha

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PROFESSIONAL SUMMARY

Accomplished Engineering Executive with 3+ years of experience in project management, team leadership, and strategic optimization in healthcare and IT recruitment. Proven track record of driving project success and improving operational efficiency. Seeking to contribute leadership and technical expertise to a forward-thinking organization.

PROFESSIONAL EXPERIENCE

Lancesoft India Pvt Ltd

Jan 2023 – Jan 2024

Recruitment Specialist

Bhubaneswar, Odisha

- Sourced and recruited candidates for the US healthcare sector using Job Diva, successfully placing over 100 candidates, both freshers and experienced professionals.
- Managed end-to-end recruitment processes, including payroll, certifications verification, and candidate onboarding, ensuring a 98% placement success rate.
- Provided ongoing support to candidates, resolving queries and ensuring smooth job transitions.

Crystal Minds

Mar 2021 – Aug 2021

Marketing Analyst

Remote

- Monitored and analyzed email marketing campaigns using SEMrush, improving open rates by 15% through strategic adjustments.
- Generated comprehensive performance reports for stakeholders, driving data-informed marketing decisions.

Utkarsh Small Finance Bank

Sep 2019 – Apr 2020

Loan Officer

Odisha, India

- Conducted extensive field surveys in rural areas, disbursing over 50 microloans to women entrepreneurs, contributing to a 20% growth in the loan portfolio.
- Managed loan disbursement and interest collection processes, consistently meeting and exceeding monthly targets.

EDUCATION

GITA Autonomous College, Bhubaneswar

Nov 2020 – Nov 2022

Master of Business Administration (Finance and Marketing)

- CGPA: 9.14
- Internship: Conducted "Ratio Analysis of Financial Statements of FY 2022" at Nalco CPP Division, Angul, Odisha.

Gandhi Institute for Technological Advancement, Bhubaneswar

Jul 2014 – Jul 2018

Bachelor of Technology in Electrical Engineering

- CGPA: 7.19
- Relevant Coursework: Electrical Components, Power Plant Studies.
- Internship: NTPC Kaniha - Smelter Plant and Boiler Plant.
- Project: Developed an "Automatic Water Level Control System for Overhead Tanks."

CORE COMPETENCIES

Technical Skills: Project Management, Data Science, Python, Core Java, Electrical Engineering, SEMrush, PLC, SCADA

Soft Skills: Leadership, Strategic Planning, Communication, Problem Solving, Analytical Thinking

Tools: Job Diva, SEMrush, Microsoft Office Suite, Google Workspace

Certifications: Data Science (Naresh IT, Hyderabad), Core Python (Sathya Technologies, Hyderabad), PLC, SCADA, and Core Java (CTTC, Bhubaneswar)

LEADERSHIP & ACTIVITIES

Personality Development Training

2018

Dale Carnegie Training

Bhubaneswar, Odisha

- Completed intensive personality development training, enhancing communication and leadership skills.

Sports and Adventure Enthusiast

2014 – 2018

Member, The Adventure Circle

Bhubaneswar, Odisha

- Active participation in organized sports events, including football and cricket, promoting teamwork and leadership.
- Involved in adventure sports activities, fostering resilience and adaptability.

INTERESTS

Sports: Cricket, Swimming

Personal Development: Reading Novels, Traveling

Entertainment: Watching Netflix, Exploring New Cultures