

Jyoti Kanwar

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SUMMARY

Results-oriented Technical Recruiter with 13+ years of experience in full-cycle recruiting, specializing in sourcing and hiring top engineering talent. Proven expertise in leveraging ATS, CRM, and AI-powered sourcing tools and data analytics to optimize recruiting processes and deliver exceptional results. Demonstrated success in achieving hiring goals and delivering exceptional candidate experiences within fast-paced tech environments. Successfully employed LinkedIn Recruiter's advanced search filters to identify passive candidates and AI-driven candidate matching to improve quality of hire by 25%.

Skills: Full-cycle recruiting, Interviewing, Offer Negotiation, Employer Branding, Candidate Relationship Management, Talent Acquisition Strategy, Social media talent attraction strategy.

Tools: LinkedIn Recruiter, Boolean search, AI-powered recruiting tools, Hiretual, SeekOut, Github, iCIMS, Beamery, Taleo, Stack Overflow, Workday, Python, SQL, and more.

PROFESSIONAL EXPERIENCE

Senior Technical Sourcer
Uber Technologies

Dec 2021 - Jan 2023

- Exceeded Offer targets of 2/month and surpassed sourcing targets by 3X, engaging 3000+ AI/ML Engineers, Applied Scientists and Data Scientists for Uber.
- Oversaw end-to-end recruitment process, from intake calls with Hiring Managers to candidate onsite stage including sourcing, prescreening and interviews.
- Provided insights to senior leadership during regular hiring syncs, influencing process changes, requisition posting strategies and hiring decisions based on data analysis and historical trends.
- Contributed to a one-year apprenticeship program initiative aimed to bridge the gap between academic learning and real-world applications wherein we partnered with various universities to train and develop Data Scientists.
- Shared candidate insights with Recruiters and hiring managers to set clear expectations and develop tailored recruiting plans for each candidate.
- Participated in regular org-wide sourcing jams focused on diversity & inclusion, leadership and niche skills.

Technical Sourcing Recruiter
Amazon AWS

Jun 2021 - Oct 2021

- Sourced and recruited for AWS's Professional Services division targeting mid to senior level roles in Security Consulting and Hardware Engineering roles.
- Ranked among the top 2 performers within a team of 12 recruiters, resulting in 10 offers in 3 months. Approximately 60% of these hires were from diverse backgrounds.
- Managed intake calls and actively collaborated with Hiring Managers to drive diversity initiatives, ensuring that our team was aligned in identifying and selecting top quality candidates for open positions.
- Proactively reached out to 75-100 candidates and conduct 15-20 phone screens weekly.

- Provided candidates with comprehensive preparation for video and onsite interviews.

***Sr. Technical Recruiter
Cognizant Technology Solutions***

Mar 2019 - Nov 2020

- Spearheaded end-to-end recruitment for the Healthcare Practice, prioritizing medical robotics talent acquisition for the client Merck, alongside Kaiser Permanente, BSC, Anthem, and more.
- Partnered with Business Heads, Hiring Managers, and key decision-makers to translate technical requirements into successful placements for niche roles within medical robotics.
- Secured top software developers with expertise in dynamics, control systems, and robotic programming languages like Python, C++, MATLAB etc.
- Identified and recruited highly skilled data scientists specializing in AI/ML for medical robotics, with a focus on computer vision, NLP for robot-assisted surgery, medical data analysis, and big data/cloud computing platforms.
- Implemented a rigorous screening process, evaluating qualifications, technical skills, cultural fit, and salary expectations. Conducted in-depth technical interviews to assess knowledge of robotic simulation software, data analysis for robot-assisted surgery, and project timelines.
- Negotiated competitive offers and ensured smooth onboarding for all recruited talent, collaborating with background check vendors for seamless integration.

***Technical Recruiter and HR Partner in Talent Acquisition (APPLE) Sep 2017 - Jul 2018
LTI - APPLE***

- Managed end-to-end recruitment process for Software and Hardware Engineering roles.
- From receiving talent requisitions on Taleo from Hiring Managers (multiple IT domains) / Account Managers to strategy, sourcing, coordinating a pipeline of over 80-120 resume submissions per week for over 50+ talent requisitions (through our ATS - Taleo, Success Factor).
- Conducted technical interviews, organized walk-in events, and managed 15+ vendor partners.
- Maintained and updated recruiter database for daily activity pipeline management and forecasting data.
- Successfully negotiated offer details, achieving an 85% acceptance rate for Full Time hires.
- Led the team of 2 offshore schedulers, mentored them with the best practices for the best internal and external client experiences.

***Sr. Technical Recruiter
SocialDoor (San Francisco Bay Area)***

Dec 2015 – Sep 2017

- Established recruitment processes and fostered a recruitment culture within the company. Collaborated closely with the Founder and CEO to comprehend technical positions and recruiting requirements.
- Crafted job offers, managed aspects like salary negotiation, background and reference checks. Executed offer extensions and closures, managed onboarding and retention strategies.
- Pioneered summer internship programs, recruited talent from leading universities for technical, design, sales & marketing, and content writing roles through platforms like Internshala, Lets Intern, Hello Intern, and various other portals.
- Established HR related policies and procedures.
- Maintained confidential data related to employee records and financial transactions with various vendors.

Assistant Manager Human Resource
Mother Dairy India Pvt. Ltd. (Delhi & NCR)

Jan 2008 - Dec 2015

- Collaborated with hiring managers to develop targeted job descriptions and candidate profiles, resulting in a robust talent pipeline that supported the successful hiring of 20 key positions over two quarters.
- Coordinated campus placements to bring in young talent from premier institutes, fostering innovation.
- Owned the onboarding process, planning and organizing monthly New Hire Orientation programs.
- Additionally, managed HR Operations, Training and Development, and Performance Appraisal.
- Managed large contingent workforce, vendor management, time management, employee grievances.

Executive HR Nov
Navisite India Pvt. Ltd. (Gurgaon)

Oct 2007 - Jan 2008

Executive HR
A.S. Technologies (Delhi)

May 2007 - Oct 2007

EDUCATION

MBA - Indian Institute of Planning and Management, Delhi

Two-Year Full-Time Post Graduation Program in Planning & Entrepreneurship from Indian Institute of Planning & Management, New Delhi, India, leading to a degree from IMI Europe.
Major – Human Resource (HR) , **Minor** – Marketing

Bachelor of Commerce (B. Com) - Delhi University, Delhi