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**Objective** A skilled, talented and dedicated IT professional with experience in **robotics process automation** and recruitment looking for a challenging position to utilize my knowledge of designing, developing, implementing, low cost solutions and reducing organization cost.

**Summary**

* 2 years of exp. in IT industry in robotics process automation and recruitment. Good at understanding the process and designing bots which best suites the process to be automated.
* Involved in all phases of the Agile SDLC from analysis, design, development, testing, implementation and maintenance with timely delivery against aggressive deadlines.
* Did almost all kind of automation for example: Excel Automation, Web Automation, E-mail Automation, PDF Automation, Image/OCR Automation and etc.
* Used different UiPath automation techniques to automate complex processes. E.g. Scrapping, OCR engines, Recordings, UiExplorer, Selectors, queues, publishing and provisioning etc.
* Have in-depth knowledge and worked with 100 plus activities offered by UiPath.
* Designed dozens of bots driving continuous improvement to processes, work flow and reporting in organizations.
* Worked in UiPath Studio and Orchestrator extensively during projects.
* Developed bots in Agile SDLC and using RPA best practices. Ensured the release of premium-quality applications that provided intuitive experience for users.
* Used UiPath to best of my knowledge to automate large number of manual repeated processes.
* **Certified UiPath Developer.**

**SKILL SET**

* **RPA Tool:** UiPath
* **Automation skills:**Excel Automation, Web Automation, E-mail Automation, PDF Automation, Image/OCR Automation.
* **Recruitment Tools:** Applicant tracking system (Bullhorn)
* **Office Tools:**Word, Advance Excel, PowerPoint and Outlook.
* **VMS (Vendor Management system):**Beeline and Field glass.

**WORK EXPERIENCE:**

**Mastech Digital Inc. (Previously iGATE-Mastech) – Noida, Uttar Pradesh**

**Role & Responsibilities**

* Understanding manual processes and designing bots to automate repetitive processes.
* Did development of front end and back end bots to automate number of processes.
* Responsible for provisioningof those bots in UiPath orchestrator, organization wide and schedule them.
* Created flowchart and sequences according to UiPath best practices to create bots.
* Used large number of activities in different workflows to suffice automation requirements.
* Implemented different kinds of automations insideorganization E.g. excel, pdf, word, web, desktop applications, reporting tools, data entry, database, email and etc.
* Identifying exceptions and its solution by testing each activity. Used debugging features present in UiPath Studio.
* Created different documents related to automation projects.

**eTeam – Noida, Uttar Pradesh**

**Role & Responsibilities**

* Identified manual process and did requirement gathering, so that we could automate those processes.
* Got trained in RPA tool like UiPath.
* Implemented web based automation to download profiles from different job portals.
* Designing workflow for web based data scrapping and e-mailing to various channels.
* Used web scrapping techniques to extract structured data from websites.
* Used Excel, workbook and data tables activities to accomplish excel automation.
* Worked with Google and Microsoft OCR engine for Citrix and image automations.
* Read and converted data from PDF to word and word to PDF to suffice business requirements.
* Identifying exceptions and its solution by testing each activity.
* Expertise in analysis of requirements, sourcing, screening, interviewing, short listing, negotiating and bringing the best talent on-board to satisfy 3 entities - the client, the candidate and myself.
* Build candidates database utilizing Internet recruiting tools & Referrals.
* Expertise in handling consultants with both dependent visas(GC-EAD, OPT-EAD, H1-B and H4-EAD) and independent visas (US Citizen, Green Card).
* Highly proven track record in placing consultants for both Technical and Business Professional requirements with strong decision making and negotiation skills.

**LIVE PROJECTS:**

Note -Did more than 10 projects. Below are the last two projects I worked on.

* **Web Content Automation:** US IT staffing firm wanted to establish a centralized repository to analyze new requirements coming from various Clients via VMS (vendor management system) or directly. This centralized portal helped all recruiters to be updated about all the new job requirements coming into existence through Automation.
* **Report Automation:**This project was about automating business reports. In which we need to collect data like Number of calls made per day, duration of each call, total number of call time etc. of employee.Then creating excels using data. At last we need to email excels to stake holders.

**ACHIEVEMENTS:**

* Got UiPath certified. And delivered award winning project usingUiPath.
* Represented school in Lawn tennis tournament in CBSE national level.

**EDUCATION:**

2013-2017 B.E ANNA UNIVERSITY

2011-2013 Vijay Krishna Junior college

2010-2011 Secondary Master school

**INTERESTS:**

* Sports enthusiast.
* Always keep myself associated with social cause.
* Organized events in college and organizations.

Place:

Date: Signature