



RAHUL RAO



<https://www.linkedin.com/in/rahulsinghrrao/>



[Bengaluru - Karnataka](#)



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SENIOR TALENT ACQUISITION SPECIALIST

Strongly dedicated and resourceful Talent Acquisition Specialist with an excellent record of identifying and placing superior job candidates. Adept at networking with a variety of in-person and online personnel sources. Able to function superbly with little to no supervision or as part of a hiring team.

Skills

1. Lead, mentor and develop the Sourcing and Screening team.
2. Regular job posting and ensuring hiring from social media websites
3. Handling various recruitment consultants for sourcing
4. Expectation setting with hiring managers across brand a right candidate



Summary

- **Client Engagement** - Understand what's important to the business and hiring managers (e.g., time to hire, location, budget), as well as the industry landscape and talent market.
- **Data Analysis & Hiring Plans** - Review and analyze relevant data and trends (including assessment of talent) to provide insights.
- **Change Management** - Define and implement procedures and/or technologies to deal with changes in the environment. Drive changes in global / local tools & technologies related to Talent Acquisition & onboarding
- **Consulting** - Influence others, develop and maintain working relationships, and deliver results and/or expertise for a client in a professional manner.
- **Data Analysis /Reports Generation-** Systematically gather information from a variety of sources, analyze information, identify implications of data, draw conclusions, generate alternatives and solutions, and evaluate the consequences of choosing each alternative using quality metrics and data. This includes the ability to convert general data and findings into applied, specific information and suggestions that add value to business planning and strategies.

Certifications: Udemy

- ISO 13485:2016 - Awareness on Medical Devices Development
- Lean Six Sigma
- Talent Management

Tools:

- **LinkedIn:** Recruiter Professional Services (RPS)
- **Applicant Tracking System:** Naukri, Job Diva, Sixth Sense
- **Job Portal:** Monster, Career Builder, Indeed, Dice
- **Microsoft Office:** Word, Excel, Power Point, Outlook

EDUCATION

Global Academy of Technology
Bachelor of Engineering - 2017

WORK EXPERIENCE

LanceSoft, Inc. – Associate

April 2018 – Present

- Worked for Health Care, Pharmaceutical, Biotech, Medical Device industries throughout United States.
- Performed cold calling to job seekers/ consultants by LinkedIn updates and candidate references.
- Initiated complete End to End/ full Recruitment life cycle such as starting from sourcing CV, headhunting, screening, negotiating rates, follow up till offer and joining of the candidate.
- Sourced out the candidate's CV from job boards/ portals such as Monster, Dice and CareerBuilder as well as cold calling, candidate referrals, database searching, references and networking sites to recruit new candidates.
- Short-listed profiles based on parameters set by the client and our quality standards- "Identifies right candidate for the job".
- Informed applicant of job duties and responsibilities, compensation and benefits, work schedules and working conditions, company policies, promotional opportunities and other related information.
- Conducted technical screening of the candidates over phone and rate on their communication skills and technical skills and short listing best of them.
- Negotiated with candidates on W2 Rate, submitting them on the best rate as per company perspective
- Confirmed the Date of Joining of the candidate to the client's according to the convenience of the candidate.
- Formatted and prepared the resume for presentation to clients as per the Company standards and submitted the Candidate on Client portal.
- Followed up with selected candidates till Date of Joining.
- Maintained of records on candidates about submissions, resume and rate confirmation, interviews, placements and other candidates remarks on an internal database.

Clients:

- **Pharmaceutical:** Takeda Pharmaceutical, Alnylam Pharmaceuticals, Eisai Pharmaceutical, Allergan Pharmaceutical, Shire Pharmaceutical, Merck, Teva Pharmaceutical, Immunomedics, EMD..
- **Medical Devices:** Becton & Dickinson, Medtronic, Johnson & Johnson, Hill-Rom..
- **Food Industry:** kraft...

DECLARATION:

I do here by declare that the above information is true to best of my knowledge.

Place: Bangalore

RAHULRAO
