

# Arsalan Shah



Karachi, Pakistan.



+923313541902/ +601128889798



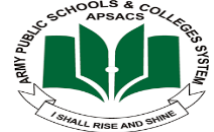
[s.arsalanshah17@gmail.com](mailto:s.arsalanshah17@gmail.com)

## Professional Summary

Highly accomplished and result driven Talent Business Partner with more than 2 years working experience of recruitment for Technical roles (Network & Software Engineer, Backend, frontend & Mobile developer roles for permanent positions. Involved in hiring for Corporate, Banking frontline & SME roles. Strong communication and Interpersonal skills. Looking for a challenging opportunity in an organization where I can utilize my Technical skills. Highest achievements are Token Appreciation from Aisling Consulting Sdn Bhd, 2<sup>nd</sup> top performer of technical recruitment commission earned RM38,000 & Top seller (Team lead) at Hospitality Direct Sdn Bhd.

## Education Qualification

Year 2019	Master of Management (By Research). University of Kuala Lumpur (UNIKL).
Year 2012	Bachelor's Business Management (Hons) General Management (Dual degree), SEGI University Malaysia and University of Abertay Dundee UK Scotland.
Year 2012	Intermediate (Pre-Engineering) Army Public School & College Hyderabad Pakistan.
Year 2010	Matriculation (Pre-Engineering), County Cambridge School Hyderabad Pakistan.



## Professional History

**Position:** Senior Talent Business Partner (Technical Recruiter)

**Company:** Aisling Search & Selection, Kuala Lumpur

**Tenure:** Feb 2019 – Apr 2020

## Key Responsibilities:

- Recruiting in Technologies industry focusing on Fin-tech. Involved in sourcing, screening and providing shortlisted talents for various technical roles such as Infrastructure and software engineering
- Build strong tech talent pipeline and hire & retain skilled employees for IT positions
- Source potential candidates on niche platforms like Monster, Indeed, LinkedIn & Wobb
- Perform pre-screening calls to analyze applicants' technical skills and abilities
- Assessing candidates through structured interviews, technical assessments and behavioral questions

- Coordinate with IT team leaders to forecast department goals and hiring needs
- Craft and send personalized recruiting emails with current job openings to passive candidates
- Participate in tech conferences and network meetups with IT professionals
- Compose job offer letters and Onboard new hires
- Keep updated with new technological trends and products

**Position:** Associate Talent Business Partner (Recruiter Banking & Corporate roles)

**Company:** Aisling Search & Selection, Kuala Lumpur

**Tenure:** Nov 2018 – Feb 2019

***Key Responsibilities:***

- Detailed planning and execution of recruitment for Banking (Frontline & SME) roles and Corporate roles
- Hiring for permanent role through 360 exposure
- Advise clients to shape their talent needs to best match the needs of the market
- Involve in sourcing and other research resources (LinkedIn recruiter, WOBB & Monster) to identify, engage, and evaluate, candidates at all levels
- Constantly find innovative ways to improve how we can bring business to higher level
- Work closely with the clients throughout the search process by consistent communication and networking for strong relationship
- Meet and greet all short listed candidates and setting the stage for their first impression
- Conduct candidate shopping in various banks to build banking pipeline
- Communicate with clients to get a clear view on their hiring needs and organizational goals
- Present detailed candidate profile summaries
- Research and development on recruiting leads and develop a sustainable candidate lead strategy
- Screen resumes and applications and update candidates on hiring processes
- Updating job descriptions, such as adding tasks or modifying responsibilities

**Position:** Talent Deployment Specialist

**Company:** Aisling Consulting Sdn Bhd, Kuala Lumpur

**Tenure:** Apr 2018 – Nov 2018

***Key Responsibilities:***

A local Talent Consulting business that believes people shape organizations. Our aim at Aisling is to consistently build on our network and to present individuals and organizations the possibility to achieve greater success. We're a modestly sized, homegrown Talent Consulting business that believes people are pivotal in making companies succeed

- Handling and Incharge of Graduate Programme
- Deploying graduates to the host companies
- Handling employees leaves and over all HR spectrum
- Sourcing talents for graduate trainee programme
- Training, Mentoring, Coaching & Development of graduates
- Clients meetings and catch ups
- Preparing excel spread sheets and updating & maintaining database for future requirements
- Negotiations with client, Job Portal searches on Monster, LinkedIn & Job street, etc
- Ability to prioritize multiple functions and tasks and manage work time efficiently

- Ability to handle customer/client relationship management and work in a large-team environment
- Involve in recruitment sales in term of client meetings; Deploy graduates to the host companies

**Position:** Sales Executive

**Company:** Hospitality Direct Sdn Bhd, Kuala Lumpur

**Tenure:** Jan 2017 – Apr 2018

***Key Responsibilities:***

Tele sales & marketing consultant, Top seller at Hospitality direct Sdn Bhd

- Performed outbound sales calls to new and existing customers
- Follow up with the clients
- Maintain long term relationship with clients interested in holiday packages for YTL Hotels and Resorts
- Generating leads for revenue opportunities
- High convincing power and close deals

**Achievements**

- Top Seller of the company
- Famous for fresh call deal closing
- Team Leader
- Highest Target achieved in 1 month #40 Sales
- Highest weekly target achieved #20 Sales in week

**Position:** Brand Ambassador, Part time

**Company:** Rebel Life, Kuala Lumpur

**Tenure:** Jan 2017 – Apr 2018

***Key Responsibilities:***

- Promoting Events
- Marketing & Advertising
- Organize private events
- Face to Face Sales

**Position:** Education Consultant, Internship

**Company:** HS Global Education, Petaling Jaya

**Tenure:** Feb 2016 – Aug 2016

***Key Responsibilities:***

- Carry out sales calls and client visits
- Negotiate with clients and candidates
- Deliver end to end consultancy service for admission in universities and colleges

**Position:** Internship Trainee

**Company:** Bakri Energy (Oil & Gas), Karachi Pakistan

**Tenure:** Feb 2016 – Aug 2016

**Key Responsibilities:**

- Learning end to end HR processes
- Engagement and compliance in HR Department

**Position:** Sales Representative, Freelance

**Company:** Oriflame, Karachi Pakistan

**Tenure:** Feb 2016 – Aug 2016

**Key Responsibilities:**

- Sales of cosmetics products
- Marketing products
- Affiliate Marketing

**Achievements**

- Received Merit Scholarship/ educational stipend from Government of Pakistan on scoring A-1 grade in Secondary School results
- Obtained Certificate of Achievement for Superior & Excellent performance in Computers
- Achieved 2x Dean List award, in Segi University (Degree) for highest GPA in two semesters
- Top Sales in Hospitality Direct Sdn Bhd
- Achieved Appreciation Token of RM 4500 within 6 months in Aisling Consulting
- 2<sup>nd</sup> top performer for technical recruitment at Aisling Search commission made for Q4 RM38000

**Skills**

- |  |   |
|--|---|
| • Outlook 365 (Advance)                      | • Internet Browsing/ E-mail (Advance)                               |
| • Technical Recruitment (Advance)            | • SPSS SOFTWARE (Intermediate)                                      |
| • Leadership (Advance)                       | • AutoCAD (Beginner)  |
| • Interviewing (Advance)                     | • C++ Programming (Beginner)  |
| • Talent Mapping (Advance)                   | • SAP (Basic Information)   |
| • Training & Development (Advance)           | • Promoting/Sales and marketing executive/Event organizer (Advance) |
| • Employee learning & Presentation (Advance) | • Communication and Negotiating power (Advance)                     |
| • Relationship with clients (Advance)        | • Tele sales (Top seller) (Advance)                                 |
| • Microsoft Word (Advance)                   | • Talent Development (Advance)                                      |
| • Microsoft PowerPoint (Advance)             |   |
| • Microsoft Excel (Advance)                  |   |

**Languages**

- Proficient in English, Urdu, Punjabi, Sindhi
- Elementary in Bahasa Melayu

**Projects**

- Research/Thesis; Customer Loyalty in Banking Industry of Malaysia Among International student of UNIKL, 2019
- Research/Thesis Customer Loyalty in Banking Industry of Malaysia in Segi University Jan 2017