



**YASHASWI**

Contact : - 9391359293

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## CAREER OBJECTIVE

To work hard with full dedication for the achievement of organization objective under satisfying job content, hence enhancing my skills and knowledge and ready to learn new things.

## SKILLS

- Web Developer, .NET Developer, AWS, SQL, Snowflake, etc.
- Domestic Voice process, Human Resource Manager, Technical Recruiter etc..
- Operating system : Windows 7, Windows XP

## EXPERIENCE

- Narvee Technology

## STRENGTHS

- Self-motivated individual and team player who strive for excellence in all undertakings.
- Good communication skills.
- Adaptability to organizational working condition and can work under pressure.
- Self - confidence and ability to work independently.
- Committed and hard working.

## EDUCATION

- B.Tech ( ECE) with aggregate of 60% from Sri mittapalli college of Engineering College.(Affiliated to JNTU KAKINADA)
- Intermediate – Intermediate Board with aggregate of 60 from Sri Chaitanya Junior College, Guntur.
- SSC Secondary School Board with aggregate of 60%(CGPA) from Z . P . H High School, Guntur

## ACHIEVEMENTS & AWARDS

- Got Certificate on Naandi Foundation
- Got Certificate on AP BRITISH COUNCIL
- Got Second Prize on Essay Writing Competition in School

## PROFESSIONAL SUMMARY

- As a Recruiter I have 9 Months of experience in End to End Recruitment process.
- Experience in Contract, Contract to Hire & Permanent hiring.
- I am aware of sourcing web portals (Naukri, LinkedIn).
- Experience in mass mailing and job posting in portals like Naukri.
- Possess excellent knowledge of recruiting and hiring processes including sourcing, Screening, Cold calling, Interviewing, Scheduling Interviews, reference checking, Salary negotiations, and closing client requirements.
- An energetic and highly motivated individual with excellent communication skills.
- Ability to understand client's objectives and define goals, coordinate effectively with management and co-workers to ensure successful completion and deliverable of assignments.
- Maintaining strong follow-up with the candidates.
- Having creative problem solving, quick and independent learning skill.

## Professional Experience:

**Narvee Technology Pvt. Ltd (Hyderabad Sept 2022 to June 2023.**

**Designation: Recruiter.**

## Responsibilities:

- Responsible for End to End Domestic IT recruitment starting from requirement gathering/analysis to till on boarding the candidates.
- Gathering the requirement from the Recruitment Head.
- Understanding the requirement and sourcing resumes from different Job Portals.
- Involved in the Process of handling recruitment including Screening of applicant to selection of the applicant through telephonic conversation, to judge their communication skills, attitude, qualifications, professional skills & Identification of potential Candidates.
- Recruiting all the levels like Junior, Middle and Senior level candidates.
- Responsible for contract, contract to hire and permanent hiring.
- Posting jobs according to the client requirement in job portals like naukri, etc..

## Activates

- Attended 1 Week Workshop on Communication & Soft skills in college.
- Attended 1-day Workshop on Microprocessor& controllers in college.
- Attended 1-day workshop on VLSI technology in college.

## **MAJOR PROJECT:**

**TITLE :** Artificial Vision System for Blind Using Ultrasonic Wave Transmission and Reception Techniques

**DESCRIPTION:** The main object of the project is to provide safety for blind people from obstacles. This device ensure safety for the blind while walking .The device is to be carried by blind and when the device sends distance between any obstacle and steak. The entire design built on the concept of embedded system and AT89S52 microcontroller is used which monitors the component.

## **PERSONAL DETAILS:**

Name	:	YASHASWI MUTTINENI
Father's Name:		SRIRAMAMURTHY
Gender	:	Female
Date of Birth	:	10-12-1997
Languages Known:		English, Hindi and Telugu
Marital status:		Single
Address	:	H.NO:7-27,MUPPALA

## **DECLARATION:**

I hereby declare that the above information is true to the best of my knowledge.

Place:

Date:

**(YASHASWI M)**