**Nagarjuna Reddy A**

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**Professional Objective**

To achieve a responsible and challenging position that offers an opportunity to explore my professional skills, knowledge and sense of dedication towards my work with a sole aim of seeing the progress of the company and progress in my career.

**Professional Summary**

* **Looking for lead role.**
* **8+** years’ experience in Recruitment Planning, Forecasting, Managing, Sourcing, Scheduling, Best Salary Negotiations in an end to end recruitment.
* Managing team of Sourcers and Jr. recruiters, End to end recruitment.
* Including explaining the priorities, taking daily call to set goal, log the candidates properly that was share by juniors.
* Screening Resumes & Jobs through Job Portals LinkedIn, Monster, Naukri.
* Worked on the X-Ray search and trained my team on the same and found the results very helpful to fulfill the requirements without the help of Naukri ,Monster.
* Working as a Sr. Executive Delivery recruitment in the current Organization.
* Passive Sourcing/Recruiting from Social Media LinkedIn, Face book and Twitter.
* Recruiting Professional with first class sourcing and interviewing skills.
* Enthusiastic, driven, creative, and absolutely one of a kind.
* Have a consistently upbeat professional attitude; I exceed my metrics, and never drop the ball.
* Fill IT/Software positions with various clients on contract, contract-to-hire and permanent requirements across the South Africa, Middle East etc.
* Sourcing the profile of Software Technologic like SAP, JAVA, .NET, SALESFORCE, QA TESTING, DEVOPS, Hadoop, etc. Screening the resume and placing in the right requirement.

**Team Lead Experience:**

* Train, manage and mentor the team, training various recruiting techniques through LinkedIn, Google, and other sources.
* As a Team Lead I was handling a team of 5 Employees and was responsible for their TAT.
* If any of the Team Member is not fulfilling the requirement will assign them with different requirement or Client to work on.
* Guide the Team as and when the Requirement comes and guide them in getting profiles from LinkedIn.
* Keep a Track of there Daily Submission and Weekly Submission and update the status of there candidates in the ATS Tool.
* Speak to there Candidates at certain times and close the Issues regarding the Salary Issues.
* Collect the Necessary Documents of the candidates and do the Necessary First Level of Background Check of the candidates like the Salary Payslips, Bank Statements etc.
* Coordinate with the Client and ask them if we can do a Drive so that we can have good closures with them.
* Will guide or advice my Team as to how to convince the candidates and make them join the Client location.
* Use to give approval for their Leave and how to manage the team work in their absence .

**Key Strength**

* Excellent in IT requirements (Niche, Semi-Niche and Generic skills).
* Handling the team and getting the work done from the team.

**Work Experience**

**Working as a Senior Executive Recruitment in Future Focus Infotech from March 2022 to till date.**

**Roles and Responsibilities:**

* Playing a pivotal role in ensuring the candidate's interview experience is positive from beginning to end.
* Good Hands on experience in inurl, site, around etc the XRay search.
* Ensure an excellent candidate experience through prompt follow up and communication with candidates throughout the candidate’s lifecycle from initial to start date.
* Ensure in providing great Customer (Candidates & Hiring Manager/Business Leaders) Experience by effectively interacting with them and updating status in the shortest possible Time.
* Responsible for planning and executing full lifecycle recruiting activities that result in the hiring right talent across all levels of lateral positions.
* Weekly connects with the Hiring Managers & Client Leads to understand the open demand.
* Responsible to share the weekly reports and the team’s work load with the Leaders and the Business Leads.
* Sourcing profiles from the different channels such as LinkedIn , and Job portals like (Naukri, Monster & Indeed) Employee referrals, Internal database.
* Screening resumes for the requirements on the basis of skills, functionality, domain, experience, qualifications.
* Negotiation and convincing with candidates on Salary, Notice Period and relocation.
* Creation of the offer Proposal and Collect the required documents to release the offer and on boarding and doing follow-ups with team shortlisted and selected resources.
* Update the candidates with a feed-back and maintain relationship with them for future prospects.
* Worked on the Senior profiles like BDM, Solution Architect, Project Manager and Closed them successfully.
* Established and maintained professional relationships with candidates
* Maintain Reports on a daily, Weekly & Monthly basis.
* Involved in weekly and monthly target planning meetings.

**Worked As Sr.IT Recruiter in Aaxeleron Technologies services pvt Ltd from 21stJune 2015 to 30thJune 2020.**

**Roles and Responsibilities:**

* Proven work experience as a Technical Recruiter or Recruiter
* Involved in end-to-end IT recruitment
* Sourcing the Candidates through Portals (Naukri.com, Monster.com and LinkedIn), Headhunting, Personal Network, Employee Referrals etc.
* Worked on the X-Ray search like inurl, site, around etc and trained my team on the same and found the results very helpful to fulfill the requirements without the help of Naukri ,Monster.
* Hands-on experience with various interview formats (e.g. phone, Teams)
* Working for Permanent requirements for mid to senior level IT Software Engineer, Architect, Program Manager, Product Manager for different skill sets.
* Screening incoming resumes and application forms and Interviewing candidates (via phone, video and in-person)
* Providing shortlists of qualified candidates to Technical & hiring managers for further round.
* Implementing new strategies in recruitment for a successful profit-oriented business to the organization.
* Working closely with teammates to clarify the doubts regarding the requirements.
* Negotiating the salary and educating the candidate in the final stage.
* Ensuring timely dispatch of offer letters to ensure that smooth joining process.
* Successfully hired Salesforce Developer, IAM developer, Java Developer, Informatica Developer, Python Developer, Dot Net, DevOps, Full stack Developer, AWS, Business Analyst.
* Environment: Naukri, LinkedIn Recruiter, Monster, Indeed, ATS.

**Worked As Sr. Recruitment Executive In Flatworld Solutions from 14thOctober 2014 to 1stJune 2015.**

**Roles and Responsibilities:**

* **Sourcing the profiles for the requirement assigned to me by my Lead.**
* working for Junior to senior level positions.
* Coordinating with team lead, scheduling the interviews and finally collecting the feedback from client.
* Competitions to hire top talent, sourcing online databases and social media sites, job sites,

contact lists, networking and also optimizing use of employee referrals

* Handling initial round of HR interview in order to judge the candidate's suitability, Attitude, Academic & professional qualification, experience, communication skills etc, before forwarding it to the client. .

Date : A. Nagarjuna Reddy