*Namrata Singh – GPHR, SHRM SCP, MA – I/O Psychology*
Talent Acquisition Manager| Technical Sourcer| Engineering Recruiter| FullStack Recruiter
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**OBJECTIVES**: *Looking for an organization which provides collaborative work culture and believes in working together towards shared values and common goals.*

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*Talent Acquisition professionals with 14+ years of technical hiring experience & building talent strategy at Individual, Team and Organization level. Helping organizations to solve business problems by deploying the right talent at the right time. Involved in full life-cycle recruitment support and consultative expertise to accomplish staffing goals. Responsible for building a strong professional network of qualified active and passive candidates by implementing technical and creative thinking skills.*

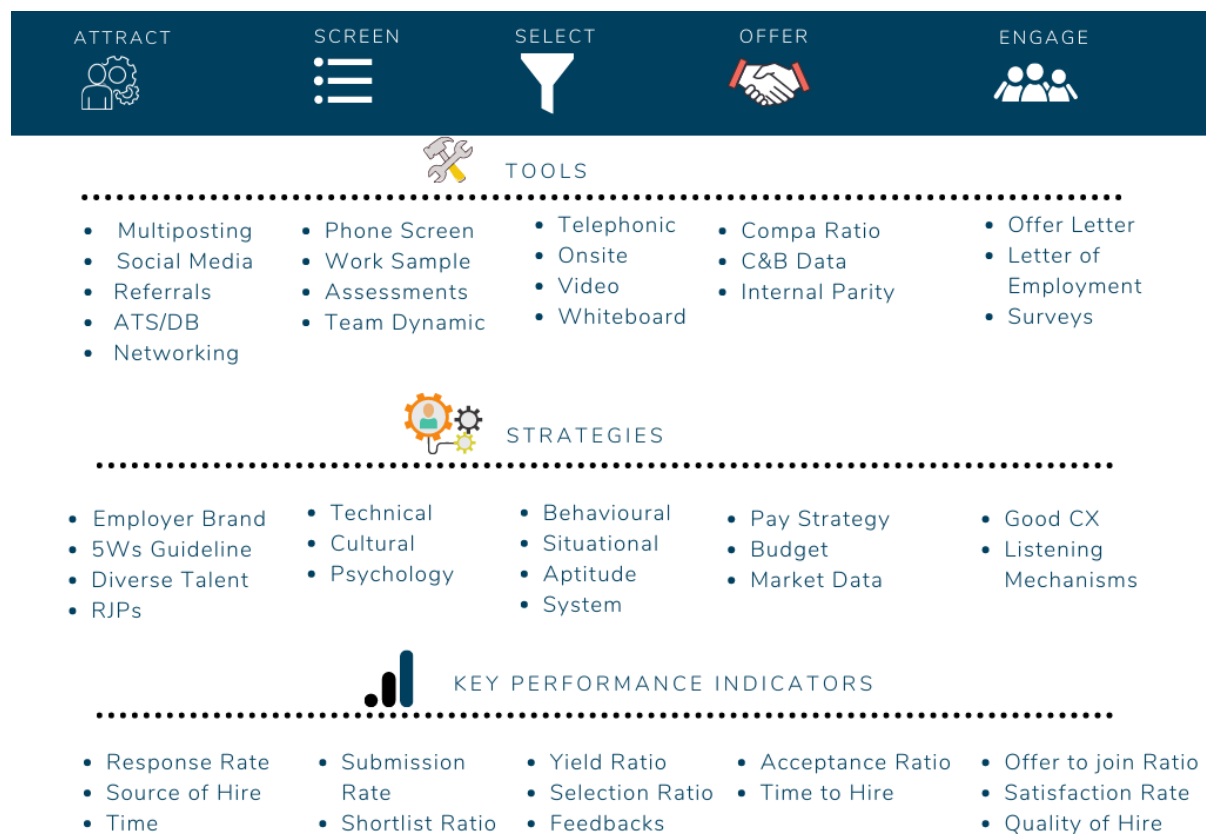| *Skills* | *Leadership, Engineering, Diversity, Start-up hiring* |
|---|---|
| *Technologies* | *BackEnd, FrontEnd, FullStack engineer DevOps, Cloud – AWS, Kubernetes, AI/ML, Scala, Mobile – iOS/Android, OTT* |
| *Sourcing Tools* | *Job Boards, Social Networks, Static websites & User Generated content etc* |
| *Role* | *SDEs, SDET, Designers, PM, Engineering Head, Director, QA, Architect, Designer etc* |

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**CERTIFICATIONS:**
- o *Devskiller - Tech Recruitment Certified Professional*
- o *Social talent* **" Black Belt in Internet Recruitment"** *- License 15951*
- o *Certified* **"Privacy Fundamentals and the GDPR – HR**.*" – Intertrust*
- o *IBM– Enterprise Design Thinking Practitioner*

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**SUMMARY :**
- *Hands-on experience in sourcing techniques & tools (**social platforms and crafting boolean search strings** etc.)*
- *Understand applicants* **psychology of job search, previous technical experience** *and compatibility to the* **company's technical stack and products,** *screening them from* **a team dynamic and cultural stand-point.**
- **Finding patterns** *on what kind of candidates will progress to the funnel to build recruitment strategies.*
- *Understand the* **organization's market position and competitive advantage** *while developing strategy to attract, recruit and manage talent.*
- *Ensures that all elements of the Talent Acquisition function* **( Sourcing, Screening, Candidate management, compensation and benefits, compliance)** *are aligned and integrated with organization.*
- *Implements* **5Bs** *approaches (**buy/build/borrow/bind/bounce**) to ensure that appropriate workforce staffing levels and competencies exist to meet the organization's goals and objectives.*
- **Provides guidance** *to employees on the terms and implications of their employment agreement and the organization's policies and procedures.*
- *Comfortable to work with* **little to no supervision** *and team setting environment.*
- *Managed* **small - medium size** *Recruitment team.*

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**TALENT ACQUISITION PROCESS:** designed to use in E2E recruitment cycle

| ATTRACT | SCREEN | SELECT | OFFER | ENGAGE |
|---|---|---|---|---|

**TOOLS**

- Multiposting
- Social Media
- Referrals
- ATS/DB
- Networking

- Phone Screen
- Work Sample
- Assessments
- Team Dynamic

- Telephonic
- Onsite
- Video
- Whiteboard

- Compa Ratio
- C&B Data
- Internal Parity

- Offer Letter
- Letter of Employment
- Surveys

**STRATEGIES**

- Employer Brand
- 5Ws Guideline
- Diverse Talent
- RJPs

- Technical
- Cultural
- Psychology

- Behavioural
- Situational
- Aptitude
- System

- Pay Strategy
- Budget
- Market Data

- Good CX
- Listening Mechanisms

**KEY PERFORMANCE INDICATORS**

- Response Rate
- Source of Hire
- Time

- Submission Rate
- Shortlist Ratio

- Yield Ratio
- Selection Ratio
- Feedbacks

- Acceptance Ratio
- Time to Hire

- Offer to join Ratio
- Satisfaction Rate
- Quality of Hire

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## EMPLOYMENT HISTORY:

**Independent Sep 2019 – till date –** Working on Sourcing & talent strategies, techniques & tools, articles, blogs, EBDM – Statistics, Central Tendency, Variance, Correlation – linear/scatter, Structured & Unstructured Data – Logical, Categorical, Numeric. Finished GPHR, SHRM SCP & Design Thinking certifications.

**Intertrust Technologies Corporation -** **Talent Acquisition Manager -** May 18 - Aug 2019
*Employer Branding | Talent Acquisition | Sourcing | Social Media | EVP | Metrics*

- Managed and leveraged Intertrust India Staffing – Mumbai, Hyderabad and Bangalore location.
- Hired **Data Engineers, BackEnds & Front Engineer, Bigdata, DevOps – AWS & Kubernetes, SDK, OTT - MPEG and DASH, Scala, Apache Spark**, **QA** etc.
- Able to align organization, stakeholder and applicant need to the business goals. able to Effectively engage & retain employees which resulted in only 3% offer decline.

**PegaSystems Worldwide -** **Recruitment Consultant** Aug-15 - Jan-17
*Sourcing| Talent Acquisition | Stakeholder Engagement| Full life Cycle | Diversity hiring*

- Helped in building multiple teams, hired **60 Engineers** & **4 Engineering Managers** for various **Business Units.**
- Managed and leveraged **"Employee Referral Program"** which was highly neglected in organization, filled **22%** of open positions, **70 – 80%** offers to joiner ratio, increased employee engagement and stakeholder satisfaction.
- Successfully designed & managed **"Women hiring Program"** a part of gender diversity initiatives.

**Personagraph** (Acquired by Intertrust Technologies) **Manager HR - Talent Acquisition -** Jan15 - Jun15
*Sourcing| Employer Brand| Negotiation| Campus | Interview| Full Life Cycle |Social media*

- Established a **"Big Data Analytics"** team from scratch– hired engineers, DevOps, QA, Product managers, Mobile, UI/UX dev etc from Tier – 1 institutes like **IITs, IIMs, NITs, BITs Pilani** etc.
- **Source:** GitHub, Employee Referral, Alumni groups, LinkedIn and Google X-Ray search.
- Managed campus placement of **ISB & BITS Pilani**, Hyderabad.

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Manvision Consulting - **Asst Recruitment Manager -** Nov 12 - Dec 14
*Sourcing | Leadership hiring | Market Intelligence | Talent Mapping | Social Recruiting -* Hired and managed leadership positions - Developers, SDET, SDE, AVP, VP, Consultants etc.

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*Pyramid Consulting* - **Senior Resource Executive -** Oct 10 - July – 12 – Part of RMG group and hired for internal and external positions.

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*SixSigma SoftSolutions Pvt Ltd* - *Resource Executive -* *July 09 - Sept – 10 -* Hired and managed E2E recruitment & client account for Lateral, C2H, Contract positions.

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**Mutagen Consulting - Technical Recruiter -** *Aug 07 - June 09 - Started as fresher,  learned the E2E recruitment process and was part of the lateral hiring team.*

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EDUCATION:
Master of Arts, **Industrial and Organizational Psychology,** 2005, Vinoba Bhave University -  (Jharkhand)

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AWARDS & ACCOLADES:
- Received "Best Recruiters Awards" – Multiple time
- Received "*appreciations & accolades"* multiple time from Stakeholders for closing critical/niche positions

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AFFILIATIONS:
- Member – Society of Human Resources Management (SHRM)
- Member – HR Certification institute inc. USA
- **Ambassador** - SupportSaturdays Global Digital I - CSR Campaign – Nonprofit organization
- SourceCon
- Booleanstrings

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INTERESTS:
- Blogs
- Sourcing Hackathon
- Exploring recruitment tools & techniques **(follows - Dean Da Costa, Irina Shamaeva, Shally Steckerl, Johnny Campbell, Jim Stroud,** etc. **)**