**ASHOK CHELIKICHERLA**

**E-mail: ashokeeepec@gmail.com**

**Ph: +91-9703914813**

**Objective:**  
Seeking a challenging Sr. Bench Sales Recruiter position in the information technology industry where I can utilize my technical background and professionalism, enabling me to contribute to the growth and success of the organization. A position where my experience and skills will allow me to make a positive contribution to the organization.

**Summary:**

* 2**+ years** of experience in the field of **IT (US-Staffing)**
* Involved in Full Life Cycle in Recruitment and Sales as my Responsibilities are Sourcing, Identifying, Interviewing, Screening, Formatting and placing personnel in quick turnaround time in contract, contract-to-hire positions in the Information Technology industry throughout the United States.
* Extensively worked on different job portals such as **dice.com**, **monster.com**, **Tech Fetch, Indeed & Careerbuilder**.
* Ability to work effectively in high-pressure environments.
* Recruited resources in various technologies and platforms.
* Excellent working Knowledge of Windows operating systems
* Good interpersonal and communication skills, creativity, excellent attitude towards teamwork and common goals achievement.
* Excellent organizational, multi-tasking and coordination skills
* Detail-oriented multi-tasker; appreciated for quality, timely completion of assigned tasks
* Excellent organizational skills with hands-on technical knowledge and ability to work in fast-paced environment
* Self-Starter with the ability to analyze day to day activities

**Education:**

**Completed Engineering Degree May-2011**

**Technical Skills:**  
**Operating Systems:** Windows-2000, Window-7  
**Packages:** MS-Office, Outlook

**Professional Experience:**

**Trilok Software Solutions LLC May 2022– Till Date**  
**Hyderabad**

**Sr. Bench Sales Recruiter**

* Coordinating With the Consultants in order to know their Comfatabtableness with the Requirement Before submitting to Vendor.
* Posting the Resume on all Portals like Dice,Monster, And Social Networking portals etc.
* Tracking the Submissions and Making Regular Follow-ups.
* Negotiates Rate With Vendors/ Clients
* Speaking with Recruiters Regarding the rate and getting the best as suggested by management
* involved in marketing of consultants on Bench to the preferred Vendors
* Responsibilities include Calling on prime vendors, Developing corporate account relationship, presenting consultant , negotiating and finalizing contracts
* Attending the US vendors and client calls for the requirement
* Mentor the team to achieve targets and eventually grow with organization

**Infolob Solutions June 2021-May 2022**  
**Hyderabad**

**Technical Recruiter**

**Responsibilities:**

* Involved in Full Life Cycle of IT Staffing (Recruiting Process)
* Understanding the client requirements and closing the suitable consultants with in the response time.
* Shortlisting consultants as per experience,qualification,and commuunicate to cater able needs of clients.
* Submitting Pre-screened resumes to hiring managers and arranging interviews.
* Extensive experience in sourcing from job sites like Dice,Career Builder &Monster
* Recruiting of H1B/US/GC visa holdersfor client's job requirements.
* Maintain and update the resource databse
* Submitting, scheduling interview, follow up with Vendors
* Excellent record of accomplishment in all positions held..
* Making Follow ups with different vendors for previously submitted consultants.