

SANTHANABHARATHI M

PLACEMENT MANAGER – CSR (BARCLAYS)

Chennai, Tamil Nadu

ssanth4@gmail.com

+91- 9842964217

About Myself:

- A very practical person with an amiable disposition and strong cultural values.
- Good Communication skills that would provide transparency and productivity in the organization.
- Recognized for creating, stimulating and interactive learning environments, encouraging participation, individual creativity and building team relationships.

CAREER OBJECTIVE

Seeking an important and challenging role in an organization where I can attract with the new people and show my abilities.

WORK EXPERIENCE

PLACEMENT MANAGER

Magic Bus India Foundation – Chennai.

October 2020 to January 2022

Responsibilities and Duties:

- Reporting to Program Manager.
- Handled a team of 17 members.
- Got the best employee award in 2021.
- Extensive experience in End-to-End Placement from junior to senior level hiring in both IT and Non IT Industry.
- Screening the first level of interview to the vendor. And short listing the resumes based on desired skills and experience.
- Arranging telephonic, video, or in person interviews.
- Keeping track of all the applicants using the internal applicant tracking system as well as keeping applicants informed on the application process.

PLACEMENT EXECUTIVE AND SOFT SKILL TRAINER

Dhanush Enggservices India Pvt Ltd –

Chennai. December 2019 to October 2020

Responsibilities and Duties:

- Reporting to Centre Head.
- Predominantly responsible for identification of major employers for urban placement opportunities for Candidates.
- Lined up the Candidates according to the mechanical, electrical, civil companies' requirement and associated with the pre- placement profiling.
- Visiting the company's Director and HR head for manpower requirement and placement tie-up.
- Coordinating with the branches regarding placement procedure and placed students.
- By placing students generate revenues for the organization.
- Maintaining the documents related with pre-placement and post-placement.

TEAM MANAGER

Inspiril – Puducherry

November 2018 to December 2019

Responsibilities and Duties:

- Reporting to Centre Manager.
- Handled a team of five members. Tracked their performance level.
- Responsible to Develop and manage tracking and reporting on training progress.
- Trained New Hire Batches on Product and process
- Conducted Refresher training for On-floor associates
- Compiled Training Data and MIS
- Ability to multi-task with well-developed organizational skills

HUMAN RESOURCE TRAINER

Faras Academy for Excellence - Puducherry

July 2015 to August 2018

Responsibilities and Duties:

- Reporting to Operations Manager
- Scheduling and arranging training while coordinating with external trainers and training programs.
- Identification of training needs and nominating candidates for training.

- Encouraging participation of employees in various organizational events.
- Conducting Mock Interview.
- Reviewed candidates resume and give feedback, provide coaching for the Interview process.

EDUCATION

Bachelors in CSE

Cavin Kare College of Engineering & Technology - Cuddalore,
Tamil Nadu August 2011 to May 2015

ADDITIONAL INFORMATION

Current Address	:	89 / 36 Thiruveethi Amman Koil Street, Aminjikarai, Chennai 600029, Tamil Nadu.
D.O.B	:	04th November 1993
Marital Status	:	Unmarried
Languages known	:	Tamil, English

DECLARATION

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

Date:

Place:

(SANTHANABHARATHI M)