

PROFESSIONAL SUMMARY

Dynamic and passionate music educator and recruiter with extensive experience in vocal music, outreach, recruitment coordination, project management, and data analysis. Skilled in designing and executing recruitment strategies that attract diverse and talented young vocalists, building meaningful relationships with educators and communities, and creating compelling promotional content. Dedicated to advancing the mission of inclusivity and artistic excellence by leveraging deep expertise in a cappella performance, program management, and youth mentorship.

SKILLS

- **Recruitment & Outreach for Creative Projects:** Proficient in developing creative strategies to identify and engage young vocalists from diverse backgrounds through social media, educational networks, and personal outreach.
- **Corporate Recruitment & Coordination:** Proficient in candidate sourcing, screening, interview coordination, onboarding support, and maintaining applicant tracking systems (ATS).
- **Communication & Relationship-Building:** Experienced in forging strong connections with educators, organizations, and students to promote opportunities and sustain engagement.
- **Program Management:** Versed in end-to-end recruitment programs, from strategy design to execution, with strong organizational and data-tracking skills. Experienced in coordinating timelines, managing resources, and implementing workflows to optimize recruitment and operational efficiency.
- **Creative Content Development:** Adept at collaborating with creative teams to produce promotional materials that inspire and motivate young musicians.
- **Advocacy & Community Building:** Dedicated to fostering inclusivity and supporting the growth of young artists in line with A Cappella Academy's values.
- **Social Media-Savviness:** Avid user of Instagram, TikTok, and other social platforms for outreach; proficient in email marketing tools and data management systems.
- **Leadership & Innovation:** Passion to lead, inspire creativity, and develop forward-thinking solutions for outreach and program growth.
- **Communication & Collaboration:** Skilled in fostering strong relationships with diverse stakeholders, including cross-functional teams, candidates, and hiring managers, to ensure seamless recruitment processes.
- **Data Analysis:** Experienced at leveraging data-driven insights to improve recruitment strategies, create detailed reports, and enhance decision-making processes.
- **Technical Proficiency:** Salesforce CRM, Zoom, PowerBI, Microsoft Office Suite, Slack, R, Python and STATA for biostatistics.
- **Languages:** Fluent in English, Telugu, Tamil, Hindi; Advanced Proficient in Spanish.

EXPERIENCE

Sales and Recruitment Operations Coordinator (Part-Time to Full-Time) | Cloud88 INC.

October 2022 – Present (Full-Time since June 2023)

Recruitment Operations

- Supported McLaren Strategic Ventures in ramp-up initiatives for commercial real estate syndicated loan operations with MUFG Group in 2023, recruiting talent to perform quality control tasks.
- Held key responsibilities, including:
 - Sourcing candidates through diverse channels, including job boards (Monster, Dice, Indeed, CareerBuilder, LinkedIn), direct applicants, and referrals.
 - Maintaining the applicant tracking system to ensure accurate and up-to-date candidate records.
 - Coordinating the screening process in collaboration with subject matter experts (SMEs).
 - Scheduling and facilitating phone and video interviews with applicants.
 - Shortlisting qualified candidates based on client requirements.

- Conducting background checks for shortlisted applicants.
- Collaborating with HR teams to manage offer letters.
- Assisting onboarding teams to ensure seamless integration of employees and contractors.
- Supporting new hires with inquiries during their first 90 days.
- Addressing timesheet and billing-related concerns.
- Resolving payroll queries by liaising between the payroll team and new hires.

Sales Operations

- Sales & Service Optimization: Designed and implemented Salesforce solutions to streamline sales pipelines and manage service requests, creating a unified lead and opportunity funnel to enhance operational efficiency and data integrity.
- Activity Management: Improved activity tracking and collaboration by integrating Experience Cloud and Slack, facilitating real-time updates and shared knowledge via Salesforce Chatter to promote a transparent work environment.
- Lead & Opportunity Management: Managed end-to-end processes for lead generation and opportunity tracking, leveraging Salesforce automation to enhance efficiency while ensuring data security.
- Collaboration: Cultivated a collaborative culture by leveraging Salesforce Chatter and Slack for communication and accountability, driving process improvements and fostering transparency across teams.
- Streamlined workflows using Salesforce's No-Code platform and integrated third-party applications through Mulesoft, improving system interoperability while maintaining stringent security protocols.

Talent Acquisition Assistant (Part-Time) | Inteli Platforms INC.

September 2021 – August 2022

- Sourcing and Screening Candidates: Navigated various channels to identify potential candidates and conducted initial screenings to assess their qualifications and fit for the organization.
- Coordinating Interviews: Scheduled interviews between candidates and hiring managers, ensuring a seamless process for all parties involved.
- Assisting with Onboarding: Facilitated the onboarding process for new hires, providing necessary resources to integrate successfully into the company.
- Collaborating with Hiring Managers: Worked closely with hiring managers to understand staffing needs and align recruitment strategies accordingly.

EDUCATION

The College of New Jersey, Ewing, NJ

Bachelor of Science: Biology, *Dec 2023*

Dean's List

Spring 2020, Spring 2021, Fall 2021, Fall 2022

PAID INTERNSHIPS

Healthcare IoT Market Feasibility Study | ID Advisors LLC.

January 2021 – August 2021

- Conducted stakeholder and market analyses to identify opportunities in Healthcare IoT, proposing innovative solutions like remote patient monitoring and AI-powered data analytics tools.
- Validated use cases through feasibility studies and outcome forecasting, guiding strategic decision-making and the development of secure, impactful healthcare products.

CERTIFICATIONS

- Salesforce Associate.
- Salesforce Administrator (In Progress).
- Intelligent Design QGRC Framework Fundamentals
- Intelligent Design ISO27001 Standards and Procedures Fundamentals
- Intelligent Design Life Sciences SAFe Agile Foundations

COLLEGIATE EXTRACURRICULARS

American Medical Student Association

November 2019 - December 2023

Beta Beta Beta Biological Honors Society, Student Chapter

November 2019 - December 2023

The Trentones

The College of New Jersey's Premier Competitive A Cappella Group

November 2019 - December 2023

Treasurer

September 2020 - May 2021

- Oversaw the group's financial operations, including budgeting, coordinating with funding boards, and securing financial support through fundraisers and sponsorship initiatives.
 - Successfully organized and executed fundraising campaigns, generating over \$12,500 over three semesters to fund group activities and competition expenses.
- Founded and organized the Best of Mid-Atlantic A Cappella Festival, showcasing premier collegiate a cappella groups from the greater Tri-State and DMV regions.
- Provided operational and artistic aide to the team, with a focus on collaboration and guiding the group to achieve competitive and creative success.
- Designed merchandise for the group.

ADDITIONAL ENDEAVORS

Workshop Facilitator

September 2023 – Present

- Conducted vocal workshops for multiple collegiate and high school a cappella groups, focusing on improving vocal technique, ensemble cohesion, visual captivity, and delivery of emotion/story.
 - My process consists of:
 - A zoom meeting with the Arrangers to discuss vision and pain points.
 - A zoom with the Music Directors and/or E-Board to understand goals, logistics and to provide a space to share any specific thoughts (for example interpersonal/group dynamics or personal goals).
 - 1-3 full rehearsal setting sessions focused on vocals and choreo with an emphasis on promoting morale and feeling what it means to “full-send” a performance (emotionally and technically).
 - Individual solo workshops for all soloists.
 - Bass and vp workshop.
 - Provided tailored guidance to enhance individual and group performance quality, addressing technical skills, stylistic interpretation, and emotional delivery.
 - Designed rehearsal strategies to address individual vocal challenges, optimize group dynamics, and prepare for competitive performances.
 - Incorporated creative exercises to improve blend, pitch accuracy, rhythmic integrity, diction, and stage presence.
 - Delivered actionable feedback to participants, fostering growth and confidence in their artistic abilities.
- Conducted multiple beatbox workshops across different levels of beatboxers.
- Organizations Workshopped:
 - **Rutgers RAAG**, Premier Competitive SMATBB Asian Acapella Group
 - **Rutgers Casual Harmony**, Competitive TBB A Cappella group
 - **Rutgers Shockwave**, Competitive SMAB A Cappella Group
 - **The College of New Jersey Kalyani**, South Asian Arts & Music Group
 - **The College of New Jersey iTunes**, SMATBB A Cappella Group
 - **The College of New Jersey Treblemakers**, SMAB A Cappella Group
 - **The College of New Jersey Voice of Hope**, SATB Christian A Cappella Group
 - **Steinert High School Spartones**, Competitive SMATBB A Cappella Group.

- In Pipeline for the Next Academic Semester:
 - **Stockton University Stockapella**, Competitive SMATBB A Cappella Group.

Beatboxer and Creative and Logistical Advisor | Rutgers RAAG

Rutgers' Premier Competitive Asian Acapella Group

May 2024 - Present

- Provided operational and artistic guidance to the team, emphasizing community building and fostering collaboration to achieve collective success.
- Achieved notable accolades at the **International Competition of Collegiate A Cappella (ICCA)**, securing 1st place at the **2024 Quarterfinals** and 4th place at the **2024 Semifinals**.
- Earned 3rd place at the **2024 All American Awaaz National Championships**, showcasing excellence in performance and artistry.

Trusted Advisor™ (Reseller) for AVANT at IntelligentDesign.ai LLC

May 2024 – Present

- Advise clients on selecting and implementing technological solutions, ensuring alignment with their business objectives.
- Act as a liaison between clients and vendors, managing communication to secure optimal results.
- Deliver presentations to simplify complex technical products for clients.
- Support sales initiatives by conducting product research and preparing detailed reports for client proposals.
- Coordinate cross-functional communication to streamline sales cycles and improve client experience.

INTERESTS

- Venue Management.
- Arts Education.
- Freelance Creative Direction.
- Music: Piano, Guitar, Violin, Viola, Cello, Double Bass, Electric Bass, Drumset, Tabla, Clarinet, Accordion, Beatbox, Vocalist, Composition, Arranging, Songwriting, Production/Audio Engineering, Music Theory and Analysis, Score Engraving.