**Tejaswini Yekula**

**Objective:**

To be a part of a reputed organization and contribute to its development through a dedicated and smart work and in turn develop my own knowledge base and skills.

**Summary:**

* Around 10 months of experience in US IT Recruitment.
* Strong experience in Full Life cycle recruitment (sourcing, screening, scheduling).
* Involved in full cycle Recruitment involving sourcing, identifying, and interviewing, screening and placing personnel in quick turnaround time in contract, contract with hire and permanent positions
* Having experience in performing needs analysis, requirements definition, consulting on sourcing strategies, recruiting, screening, scheduling interviews, reference checking, negotiating, making offers, creating contracts and closing candidates that can help actualize corporate missions etc.
* Effectively recruited candidates through Internet research (Monster, Dice), internal database, referrals, Social Media (LinkedIn)
* Understanding the client requirements, coordinating for short listing and screening including preliminary interview of the candidates.
* Handled all the IT Technologies involving combination of complex skill sets and rare technologies.
* Extensive experience of Internet Recruiting for candidates and industry leads, pre-screening to quality potential candidates.
* Dealing with consultants on GC and CITIZEN, etc. Negotiating the rates on Contract, Contract to hire basis.
* Understanding the client’s requirements, coordinating for short listing and screening including preliminary interview of the candidates.
* Responsible to understand and analyze the requirements in different domain categories.
* Coordinating, Scheduling & Conducting Interviews.
* Expertise in using job portals like Dice, Monster, CareerBuilder, etc.
* Keeping Track of Responses & Short-listing Profiles (Pro-active, Pipeline)

**Education:**

* Masters of Computer Applications From JNTUA-2021
* Bacheleors of Computer Science from YV University-2017

**Clients:**

* CBRE, CREDITSUYSSE, UMB, BLUE ARMOR, BLUE SHIELD.

**Portals:**

* Dice, Monster

**Skills:**

* End to End Recruitment
* Rate Negotiation
* Visa Status
* Tax Terms
* IT Recruitment, (Sourcing, Screening, Scheduling and Coordination of Interviews, Conducting HR Interviews)
* Interview schedules
* Boolean Search
* Microsoft Office (MS Word, MS Excel)

**Technologies:**

* Java, J2ee, Spring, Hibernate, HTML, CSS
* .Net, Asp.net, C#, WPF, WCF
* Front End: AngularJs, Node.Js, Ext.Js, Bootstrap, React.Js
* Back End: Spring Mvc, Spring IOC, Spring Batch, Spring Boot, Spring Security, Microservices
* Databases: Oracle, SQL, My Sql, Mongo DB, Postgre SQL
* Testing: Automation, Manual, Performance
* DevOps , jennkins, kubernets, dockersetc

**Professional Experience:**

**US Recruiter, Hyderabad**

**Live Mindz Inc April– Feburary:**

* Performed full-life cycle technical recruitment process that includes composing job description, sourcing, screening and interviewing potential consultants for different opportunities.
* Sourcing resumes on the skill sets against Client requirements.
* Worked with Contract, Contract to hire and Permanent positions.
* Work very closely with third party vendors based on contract terms.
* Posting the job requirements in various portals like Dice, Monster.
* Involved in providing IT professionals for consulting assignments on contract, contract for hire, and permanent basis with the employment type of C2C (Corp-to-Corp), W2 and 1099 to our direct clients.
* Successfully involved in recruiting all kind of consultants like US Citizens, Green Cards, EAD, and H1Bs
* Worked on Group Mail software for mass mailing the requirement to vendors and consultants based on contract terms.
* Searching major job portals to identify the best consultant in the market, matches with client’s requirement
* Responding to vendors and consultant emails on daily basis.
* Involved in Initial phone screening and describing the opportunities to the consultants to ensure compatibility with client requirements, negotiating the Rate
* Scheduling In house technical interviews for the short-listed consultants and coordinating with consulting firms based on client request.
* Worked on IT Requirements for US Process.
* Capable of working independently.
* Good team player.