**Sachin Vijay Nambiar**

Ashburn, VA- 2014820148, Moorefield Station, VA  ♦ 804‑502‑7312 ♦ snambiar009@gmail.com

Professional Summary

Building & fostering strong client working relationships. Understanding needs of clients sales and staffing requirements and working with the delivery team to deliver high quality candidates. Build strong relationships with consultants working at client sites, understand and resolve their issues/challenges. Engaged in Business-to-Business sales with new and existing clients for supplemental staffing or long-term consulting engagements in the fields of Information Technology, Business Applications, and Telecommunications. Consistently communicating with Senior Level IT Directors and Management to understand their needs and help gain advantages for future business opportunities. Maintaining vendor relations by providing ongoing communication and problem resolution for internal and external employee conflicts and deficiencies. Working closely with Delivery (Recruiting) Team to identify, screen and place technical resources. Consistently evaluating client base and future business opportunities to ensure and validate an efficient strategy, growth, and profitability. Purposeful sales performed with a solid history of success in bringing in new customers, managing revenue streams and maintaining solid account relationships. Continuously monitor competitors and research market conditions to stay responsive and successful in dynamic environments. Persuasive negotiation and program management abilities. Performance-oriented Sales Leader offering exceptional record of achievement over 15+years of career. Tenacious manager with strategic and analytical approach to solving problems, bringing in customers and accomplishing profit targets. Talented in identifying and capitalizing on emerging market trends and revenue opportunities. Focused Sales Manager committed to motivating others and offering extensive knowledge penetrating new territories and promoting product lines. Highly effective mentor driven to assess individual and group performance to implement improvements and set goals. Determined individual with background in establishing and nurturing lucrative partnerships. Hardworking and driven sales management professional equipped to revitalize sales operations and align procedures to maximize profits and client acquisition. Successful at improving sales procedures to streamline and strengthen processes. Multifaceted leader with analytical and diligent approach to building and leading strong teams. Organized and dependable candidate successful at managing multiple priorities with a cheerful outlook. Willingness to take on added responsibilities to meet team goals. Meticulous collaborator with strong organizational skills. Ability to oversee multiple projects simultaneously with a high degree of accuracy. To seek and maintain a full-time position that offers professional challenges utilizing people skills, excellent time management and critical thinking skills.

Skills

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| * Digital Sales * Compelling Leadership Skills * Deployment Management * Market and Competitive Analysis * Revenue Growth Strategies * B to B Sales * Client Base Retention * Operational Efficiency * Consultative Selling * Sales Territory Growth * Contract Negotiation Expertise * Marketing Strategies * Portfolio Retention | * Retail Knowledge * Sales Presentation * Business Development * Account Development * Sales Expertise * Product and Service Management * Prospecting and Cold Calling * Market Research * Time Management * Sales Process Engineering * Loyalty Building * Goals and Performance * Closing Techniques |

* Digital Sales
* Compelling Leadership Skills
* Deployment Management
* Market and Competitive Analysis
* Revenue Growth Strategies
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* Consultative Selling
* Sales Territory Growth
* Contract Negotiation Expertise
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* Portfolio Retention
* Retail Knowledge
* Sales Presentation
* Business Development
* Account Development
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* Market Research
* Time Management
* Sales Process Engineering
* Loyalty Building
* Goals and Performance
* Closing Techniques

Work History

Sr. Sales Manager/Resource Manager (Free lancing), 06/2023 – Present.

Recruitment & Sales – Ashburn, VA

* Managing company staff, including coordinating, and supporting the recruitment process
* Onboarding newcomers to the company
* Determining suitable salaries and remuneration
* Providing the necessary support systems for payroll requirements
* Developing adequate induction and training
* Supporting employee opportunities for professional development
* Managing succession planning of staff
* Assisting with the performance management and review process
* Building & fostering strong client working relationships
* Understanding needs of client staffing requirements and working with the delivery team to deliver high quality candidates.
* Build strong relationships with consultants working at client sites, understand and resolve their issues/challenges.
* Keep employee handbook updated.
* Work on worker's compensation claims if needed & coordinate with employee as required.
* Wage Garnishment Orders
* Coordinates with Employee & Payroll processing company
* Complete the employment verification for past and current employees via phone and email when required.
* Work closely with Sr
* Directors & VP's to completes any other tasks assigned.
* Established ambitious sales targets, managed deployment strategies, and developed go-to-market plans to capitalize on every revenue opportunity.
* Achieved dramatic sales increase by skillfully managing relationships and initiative-taking sales approaches.
* Forecasted sales and established processes to achieve sales objectives and related metrics.
* Directed sales support staff in administrative tasks to help sales reps’ close deals.
* Worked diligently to resolve unique and recurring complaints, promoting loyalty, and enhancing operations.
* Developed sales strategy based on research of consumer buying trends and market conditions.
* Consistently serviced accounts to maintain active contacts and continuously promote profitable offerings.
* Evaluated costs against expected market price points and set structures to achieve profit targets.
* Gave benefit-oriented, polished presentations driving dramatic revenue growth across multiple sales channels.
* Investigated competitive landscape to anticipate negative business impacts.
* Connected with prospects through trade shows, cold calling, and local-area networking.
* Formulated and presented innovative strategies to stakeholders to build successful sales plans.
* Coached and counseled sales personnel, assisting with individual selling efforts and helping sales representatives reach targets.
* Met with clients, deliver presentations, and educating on product and service features and offerings.
* Managed customer relations issues, enabling quick resolution, and client satisfaction.
* Maintained ethical and positive working environment to reduce turnover and promote high retention rates.
* Resolved customer issues quickly to close deals and boost client satisfaction.
* Established and cultivated solid business relationships with new or existing customers.
* Grew sales and boosted profits, applying initiative-taking management strategies and enhancing sales training.
* Utilized metrics to modify low-performing sales and marketing programs and plans to increase effectiveness.
* Conducted team meetings to reinforce goals and objectives and set clear expectations about policies and procedures.
* Closed lucrative sales deals using strong negotiation and persuasion skills.
* Maintained relationships with customers and found new ones by identifying needs and offering appropriate services.
* Evaluated performance against goals and implemented appropriate development plans.
* Recruited and hired top-level talent to add value and expertise to sales department.
* Coached employees in successful selling methods and encouraged cross-selling to drive revenue.
* Identified, hired, and trained highly qualified staff by teaching best practices, procedures, and sales strategies.
* Attended industry shows, conventions, and other meetings with primary mission of expanding market opportunities.

Talent Acquisition / Sales Manager, 01/2022 - 05/2023

V2Soft Inc – Bloomfield Hills, MI

* Talent acquisition professional with 17+ years of experience in IT Recruiting, Team management and Interviewing
* Firsthand experience with full life cycle Training (both Contractual and Permanent) across levels from Entry Level to Management level positions through temporary placement activities like networking, phone interview, reference check, negotiating salary offer, offer extension and employee referral.
* Excellent Human Resources HR skills & strong verbal communication abilities at all organizational levels
* Proven ability to build relationships with clients and candidates as well as interact effectively with personnel from diverse cultural backgrounds.
* Firsthand experience in Recruitment Management / Sales & Marketing Management/ HR Management
* Excellent experience in IT Recruiting Industry as a Sr
* IT, have managed & handled 40+ recruiters and 4 teams (Managers and Team leads) including onsite (USA & Canada) and offshore (India)
* 16+ years of experience in managing full cycle recruitment of IT Professionals for reputed clients in US (Federal & Commercial)
* Experienced in all aspects of full cycle recruiting to include requirement gathering, sourcing, resume evaluation, phone screening, interviewing, salary or rate negotiations, and client service.
* Identified highly technically skilled, bright, talented job seekers by using direct and indirect sourcing methods and matching them to ideal positions.
* Created job descriptions and researched job requirements to create appropriate qualification questions.
* Well versed with knowledge of US Immigration laws of H1 VISA, Green Card, US Citizen
* Strong experience as an IT Recruitment Manager/ Led to recruit IT talent, through job boards and vendor partnerships in a Consulting company.
* IT is recruiting experience with a successful background sourcing candidate from a wide range of technical disciplines - Java .NET Developers, Business Analysts, Sales force Analysts/Admin, Oracle Developers, AWS Cloud Administrator, PeopleSoft/oracle DBA's, SDET/Test Engineer & Unix/ Linux Engineers, service now analysts, Project Managers, Test managers etc.
* Also worked on non-IT engineering roles with the team
* Strong leadership, negotiation, problem solving, and team building skills as well as confident recruiting techniques.
* Collaborator with excellent interpersonal abilities, multitask abilities, customer relationship management skills and excellent communication skills.
* Excellent written, verbal, analytical and critical thinking skills
* Proficiency in Communicating with the direct clients, procuring the requirements, and matching their needs and requirements in terms of human resources.
* Proficient with HRIS systems, Recruiting Applicant Tracking Systems ATS Job Diva, (iCIMS), networking tools and MS Office
* Created and drove talent acquisition and job placement strategies to attract diverse candidates.
* Identified and created recruitment and administrative performance metrics and data to analyze trends, drive change, and assess progress.
* Analyzed recruiting metrics to share reports and recommendations with stakeholders.
* Optimized sourcing networks and used initiative-taking methods to direct source candidates.
* Developed communication and marketing plan and leveraged talent acquisition tools, resources, and campaigns to source and attract top talent.
* Negotiated contracts and managed budget for recruiting expenses.
* Created effective talent acquisition training materials that supported culture and performance objectives.
* Cooperated with company leaders in change management and talent solutions to gain a competitive edge in the job market.
* Completed talent acquisition and management for [Number]+ internal and external placements.
* Established consistent language and methodology for talent discussions, development, and succession.
* Promoted increased focus on internal talent mobility and emerging talent across organizations.
* Conducted compensation conversations with human resources and hiring managers to foster internal and external equity.
* Recruited top talent to maximize profitability.
* Created and implemented forward-thinking initiatives to improve employee engagement.
* Developed comprehensive process for new hires and reviewed new hire productivity, optimizing onboarding effectiveness.
* Collaborated with managers to achieve compliance with organizational policies, providing clarifying information and recommending necessary changes.
* Reduced process gaps while supervising employees to achieve optimal productivity.
* Enhanced team workflows and employee job satisfaction by coordinating communication between managers and employees.
* Fostered positive work environment through comprehensive employee relations program.
* Instructed senior leaders on appropriate employee corrective steps.
* Identified and implemented appropriate strategies to increase employee satisfaction and retention.
* Utilized compliance tools, corrective actions, and identification of deficiencies to mitigate audit risks.
* Structured compensation and benefits according to market conditions and budget demands.
* Updated training processes by reviewing existing documentation, leveraging feedback from associates, and working with legal and compliance teams.
* Coordinated technical training and personal development classes for staff members.
* Facilitated successful policy implementation and enforcement to maintain legal and operational compliance.
* Collaborated with legal and compliance teams to review paperwork, obtain feedback, and procure available information for new training processes.
* Discovered and resolved complex employee issues that affected management and business decisions.
* Distributed employee engagement surveys to identify areas of improvement.
* Mediated between multiple business divisions to improve communications.
* Maintained current knowledge of industry regulations and legislation to amend policies and promote compliance.

Global Talent Acquisition Manager / Sr. Recruitment / Delivery Manager, 06/2020 - 04/2022

SCI Group

* Primarily responsible for managing end-to-end recruiting within the company.
* Job duties include understanding hiring needs, assigning job requirements, prioritizing, reviewing resumes, approving final submission, coordinating interviews, finalizing hires, and getting resources onboarded.
* Manage the onsite and offshore recruiting team and monitor their performance so they meet the targets set.
* Design, develop and maintain the recruitment process in the organization (including its description, recruitment measurement definitions, regular measurement reporting, taking proper actions to close gaps)
* Have managed & handled 40+ recruiters and 4 teams (Managers and Team leads) including onsite (USA & Canada) and offshore (India)
* Explore the market best practices in the recruitment and staffing and implement appropriate best practices in the organization.
* Builds a quality relationship with the account managers, recruiting team, customers, line managers and external recruitment agencies.
* Monitored constantly worked towards reducing the costs of the recruitment process.
* Set the social media communication strategy for different job profiles and functions in the organization.
* Conducted job interviews for the job positions (or key jobs in the organization)
* Attended networking and recruiting events as needed.
* Had good customer interaction and client interfacing, as required.

Delivery Manager / Lead, 01/2020 - 06/2020

Techligent Systems, Inc

* Maintain knowledge of trends, best practices and innovative technologies in human resources, talent management, and employment law
* Collaborated closely with employees and provided necessary information, resolved issues.
* Maintained compliance with federal, state, and local employment laws and regulations (E.g.
* ACA, FMLA, FFCRA, FLSA, HIPAA etc.), and follows recommended best practices; prepares/reviews policies and practices to maintain compliance.
* Kept employee handbook updated.
* Addressed specific issues related to health insurances with Insurance company/ broker.
* Prepared for audits, new hire documents, health insurance enrollment material, insurance invoices, premium tables etc., and reviews and took part in selection of renewal policies.
* Prepared 401(k) contribution reports, verified enrollment data, changes, loan requests, terminations.
* Prepared payroll reports, works with payroll company.

Delivery Manager, 03/2018 - 09/2019

ARK Solutions, Inc

* Supported customers via telephone, email and at sites to oversee escalations and product concerns.
* Coordinated delivery of contracted solutions at program level and in full accordance with outlined cost, scheduling, and quality terms.
* Fielded customer questions and complaints and rectified issues.
* Managed resources effectively to avoid unnecessary delivery delays.
* Contacted suppliers and vendors about issues with deliveries or products.
* Collaborated closely with customers to share information about available products and services, increasing utilization and delivery effectiveness.
* Supervised delivery staff and general productivity.
* Collaborated with vendors to schedule daily pickups and weekly deliveries.
* Engaged customers to discuss business needs and explore opportunities to increase sales.
* Scheduled regular equipment and fleet maintenance.
* Transitioned clients from sales processing to delivery team by effectively assigning roles and responsibilities and facilitating kick-off activities.
* Monitored customer quality metrics and took initiative-taking steps to implement resolutions and restore acceptable levels.
* Created and enforced detailed organization processes to increase quality and service standards.
* Trained inexperienced staff on job duties, company policies, and safety procedures for rapid onboarding.

Recruitment Lead, 10/2016 - 03/2018

Asta CRS Inc

* Responsible for Sourcing, recruitment, screening, selection of candidates for hourly, salaried non-exempt, exempt, managerial, and/or executive positions.
* Circulated requirements to Vendors to get resumes from the third party.
* Searching resumes using job portals like Dice, Monster, Career Builder, Indeed and Google Boolean search
* Discussing requirement with the candidate and evaluation of profile against requirement
* Rate negotiation with Green Card /US Citizen Candidates on W2 or 1099 terms or Corp to Corp rates with third party in case of H-1 visa candidates.
* Scheduling Interviews and follow-ups with Account/Hiring Managers
* Monitoring performance of recruiters reporting to me and providing support as required maintaining lofty standards of quality norms.
* Locating, Selecting & Training new recruiters
* 3rd Party vendor development and relationship building for greater supply of resumes.
* Selection & screening of candidates for joining the organization on W2/ H1B Transfer
* Negotiating on salary & completing the joining formalities
* Working on requirements from Implementation Partners like Sherwin Williams, Amtrak, WMATA
* Created job descriptions and posted them on Indeed, Craigslist, Dice, CareerBuilder, and other posting tools.
* Allot Candidates to marketing recruiters.
* Update Management regarding the progress and issues
* Worked on Master Agreements and Purchase Order and completing all legal documents.
* Payroll generation, Coordinate with finance dept and update regarding leave.

Resource Manager, 01/2014 - 09/2016

Numann Technologies

* Responsible for management of full life cycle recruitment for various clients starting from gathering the requirement from the account manager and allocating assignments to recruiters, identifying, and screening the candidates, submitting the resumes, scheduling their interviews, and closing.
* Conducted phone and in person interviews, reviewed resumes and evaluated candidates to find the most qualified IT professional for client's requirements.
* Performed detailed and thorough reference checks, reviewed candidate's qualifications to meet customer's requirements and business initiatives.
* Requirement distribution to Technical Recruiters
* Motivating, guiding, mentoring recruiters to achieve higher levels of performance.
* Searched resumes using job portals like Dice, Zip recruiter and indeed.
* Screened resumes that matched the skill set with the requirement.
* Discussed requirements with the candidates and did evaluation of profile against requirement.
* Rate negotiation with Green Card /US Citizens candidates on W2 or 1099 terms or Corp to Corp rates with third party in case of H-1 visa candidates.
* Scheduling Interviews and follow-ups with Account Managers
* Made sure delivery of candidates through all the necessary agreement documentation administration.
* 3rd Party vendor development and relationship building for greater supply of resumes.
* Actively participated in growth strategies and infrastructure & resource development.

Recruitment Lead, 11/2005 - 09/2013

Sutherland Global Services

* Managing full life cycle Sales and Recruiting activities for India to include posting positions, prescreening & interviewing candidates over phone, obtaining leads and reference checking, client interview arrangements, closing and offer preparation.
* Responsible for closures of technical professionals into both contract and permanent employment opportunities
* Strong experience with high volume recruiting
* Possess an intense sense of Urgency, Flexibility and had sole responsibility of one of major account.
* Working with Accounts / Resource managers on all staffing related issues, such as recruitment, selection of candidates, offers, salary negotiation, interview techniques and closing candidates.
* Negotiating, Reviewing and Executing Master Agreements and Bill Rates with Vendors and Clients
* Performing reference checks and arranged drug screens and background checks on applicants.
* Developing effective and innovative recruiting strategies for attracting and sourcing high quality technical candidates for client companies
* Forming strategic partnerships with senior management to determine staffing needs.
* Participating in weekly recruitment meetings, conference calls, focusing on troubleshooting difficult positions and managing client issues.

Education

Bachelor of Commerce: Commerce, Accounting, 10/2005

University of Mumbai - Mumbai, India

Languages

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| English:    Native or Bilingual: |  | Hindi:    Native or Bilingual: |
| Marathi:    Native or Bilingual: |  | Malayalam:    Native or Bilingual: |
| Urdu:    Limited Working: |