**MADHUMATHI.A**

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**186, 1st main road,6th cross,R.K.Hegade nagar,Bangalore-560077**

**CAREER OBJECTIVE**

To work in a challenging environment and to make a value added contribution to the organization through continued development of professional skills and to contribute strong commitment in achieving Company’s goals.

**PROFESSIONAL SYNOPSIS**

* Industrious, competent and result oriented professional with 1.11 yrs of experience in IT Recruitment.
* A self-motivated and motivating team player with strong communication, relationship management and problem solving skills.
* Have good organizational abilities, enthusiastic to take up new tasks and challenges.
* Having good experience in contractual staffing for various clients.

**WORK EXPERIENCE**

**Company : Venpa Staffing Services Pvt Ltd, Salem**

**Role : Senior Recruiter**

**Duration : Sep 2014 - Aug 2016**

**MAJOR CLIENTS:**

* Accenture, NOUS info system, Pearson English, Wisdom Leaf Technologies, Sonata software, Augusta Technologies, First American, E-CON systems, SLK global services, Fidelity, IBox technologies, Lion Bridge Technologies etc.

**DESCRIPTION OF RESPONSIBILITIES:**

* Individually handled End to End Recruitment, right from sourcing, screening, short listing, scheduling, interview follow-ups, closures & joining of candidates.
* Sourcing the profile according to the client’s requirement through various available channels like portal, database, references, job posting on the popular portals, etc.
* Gathering Client requirements & analysing the requirements.
* Screening & segregation of profiles to suit the project's requirements.
* Tele-interviewing the candidates initially to check their communication skills, technical skills and interest level.
* Uploading profiles in vendor portals
* Co-ordinate with the candidates for availability and interviews.
* Scheduling the candidates for interviews with the client.
* Follow up with the Clients on a daily basis to know the interview feedback / status.
* Intimating the results and status of the interview to the candidates.
* Constant follow-up with the candidates for until on-board.
* I have been recruiting contractual professionals across various levels in several streams like Development, Administration, Testing, Support etc.
* Maintaining a database of candidates for future reference through Internet sourcing & referrals
* Preparing daily reports.

**PREVIOUS COMPANY**

**Company : TANTRANSCO**

**Role : Graduate Apprentice Trainee (Protection & communication field)**

**Duration : Sep 2013 - Sep 2014**

**TECHNOLOGIES HANDLED:**

Sun/Web Technologies : Java/J2EE- Core Java, J2EE, JSP, Hibernate, Struts, Servlets,

Swing, XML, JavaScript, HTML,XML.

Microsoft Technologies : C#, .net, ASP.Net, ADO .Net, VB.Net, MS Dynamics, AX POS.

Testing : Manual Testing, Automation Testing, Win Runner, Quality

Assurance, Performance testing (load runner).

Data Warehousing : ETL Tools: Informatica, IBM infosphere information, SAP data

services, SSIS and SSRS.

SAP Technologies : ABAP, CRM, FICO, HR, PM, MM, SD.

ERP : Oracle/Oracle Apps, Oracle Developer, People soft

Application Development : C, JAVA , C ++, Oracle , SQL

Open Technologies : C, C++, Java, J2EE, Solaris,  Linux,  HP-Unix, Shell Scripting

**ACADEMIC CHRONICLE**

**Bachelors Degree** - BE (Bachelors of Electrical and electronics Engineering)

Year 2012 - Mahendra college of Engineering, Salem Percentage - 93%

**Diploma** - DEEE (Diploma in Electrical and electronics Engineering)

Year 2009 - Thiagarajar polytechnic college, Salem Percentage - 97%

**ACHIEVEMENTS**

* One of the toppers during 3rd, 4th, 5th, 6th, 7th &8th semester.
* 23rd State rank holder in Anna University, Chennai.

**PERSONAL PROFILE**

Date of Birth : 15-07-1991

Husband Name : Karthikeyan.V

Nationality : Indian

Marital Status : Married

Sex : Female

Languages Known : English, Tamil

**DECLARATION**

I hereby declare that the above particulars are true to the best of my knowledge and belief.

**Place** : Bangalore

**Date** :

**(MADHUMATHI.A)**