**Priyanka Ranjan**

+91 8373937574

[Ranjan.priyanka06@gmail.com](mailto:Ranjan.priyanka06@gmail.com)

**Profile Summary:**

8 yrs experience in Talent Acquisition, Stakeholder Engagement, Human Resource, Capacity Planning, MIS Projects, Recruitment Branding & Marketing.

**Professional Experience:**

**Ericsson Assistant manager - TA Apr 2013 to Nov 2015**

**Roles & Responsibilities:**

As part of TA GSSC, an HR Shared Service Center has the assignment to cater to the TA services in globalized, standardized and cost-effective way. Establish strong relationships with stakeholders at all levels and geographies throughout the organization and cross-functionally as well as support clients in multiple regions.

Broad level scope covers:

1. Talent Acquisition – Involved in end to end recruitment process. Front ending all the recruitment related activities with the stakeholders and the hiring leaders of the assigned regions.
2. Requisition Management – Managing job postings and ensure timely closures. Supporting hiring managers and leaders on the tools, processes and compliance.
3. Internal Mobility of Employees across regions – Facilitating the internal movement of employees across regions/countries. Front ending all operational activities involved in internal mobility of the employee.
4. Creating and sending offer letters to selected candidates.
5. Publishing management dashboards from TA perspective.

Special HR Projects Handled: UAT & Implementation of Integrated Talent Management (Success factor an ATS Tool) Recruiting module. Also designed and developed training module for the stakeholders on the new tool post implementation.

Achievement – Received Rock Star award for contribution in ITM (Success Factor) implementation.

**LinkedIn India Pvt. Ltd. Sr. HR Representative Oct 2011 to Jul2012**

**Roles & Responsibilities:**

1. Leading the recruitment function for the Sales organization of LinkedIn India
2. Expertise in social media recruitment.
3. Work closely with the business heads to develop and implement recruitment strategies for hiring the best talent.
4. Working closely with the management to design the campus recruitment plan in India.

**Yahoo India Pvt. Ltd: HR Executive - TA July 2009 to June 2011**

**Roles & Responsibilities:**

1. Design and establish hiring plans (includes right mix of sourcing and selection methodologies) that determine cost, productivity and timeliness of deliverables accounting for risk, manpower and market changes for hiring.
2. Responsible for building relationships with business teams to implement strategies that meet the development objectives of the Business Unit.
3. Partner with management for the Leadership Hiring.
4. Front end all Recruitment related Audit activities
5. Managing and partnering with universities and HODs for campus recruitment.
6. Ensuring control and compliance mechanism on all recruitment related activities.
7. Partner with HR Generalists/Specialists on special initiatives, as required from time to time especially in the Talent Management arena.
8. Initiating the Background Screening for the New Joiners within the SLA and forwarding the reports if necessary to their respective Business Heads.
9. Monthly inputs on new hires and any other additional payments to be intimated to the payroll team.
10. Updating relevant employee related databases, Administering Recognition programs, Data Analysis and preparing HR Presentations, Joining Formalities and Employees Files Creation & Maintenance
11. Vendor Empanelment and Management.

**Team Lease Staffing Solutions Recruitment Specialist March 2007 to February 2009**

**Deputed at Symbian Software through Team Lease from June 2008 to February 2009**

**Roles & Responsibilities:**

1. Handled end-to-end recruitment of IT Professionals.
2. Was involved in planning and coordinating system-wide recruiting events/initiatives, as necessary.
3. Handled recruitment vendors.
4. Involved in campus recruitment event. Managing campus calendar and coordinating with the universities on the same.

**Deputed at Mind Tree through Team Lease from March 2007 to June 2008**

**Roles & Responsibilities:**

1. Joined as a fresher and was involved in the lateral hiring and was managing end to end recruitment cycle.

**Skills Hired:** Exposure to telecom hiring, ecommerce & consulting hiring. Have hands on exp in leadership hiring as well.

**Qualification:**

PGDM – Human Resources – 2007 from AIMA – 73%

Bachelors in Computer Application – 2005 from Patna University – 74%

**Personal Details:**

Date of Birth: September 26, 1983

Nationality: Indian

Marital Status: Married