

## Rohit Kumar

A Result-driven recruitment professional with 7+ years of experience in end to end recruitment with major expertise in Technology recruitments for domestic as well as International.

### **Professional Snapshot:-**

- Skilled in Niche as well as Lateral hiring.
- Experienced in US IT recruitments.
- Hands on experience in various Tax terms and benefits 1099, W2, Corp to Corp, Medical.
- Practical understanding of contract, Contract to Hire, Permanent (Full time) opportunities.
- Hands on experience in full life-cycle recruitment.
- Demonstrated strong record of accomplishment in recruiting talent through various sources, which included Social Media, Internal Database, References and Job boards.
- Expertise in ATS' Taleo, Avature, Successfactor, 3ss, SAP. JobDiva

### **Professional Experience:-**

#### **Current Employment: -**

**Net2Source – June 2020 till present**

#### **Senior Technical Recruiter:-**

- Handling end to end recruitment right from sourcing to joining.
- Handling Different – Different clients.
- Working on majorly IT requirement.

**ATS: - JobDiva**

**Publicis Sapient ( Quess Corp – RPO ) – March 2019 to March 2020**

#### **Senior Consultant Recruitment-**

Handling end to end technology recruitment right from sourcing to joining. Continuously supporting recruiting coordinators and respective SPOCS for smooth process. Handling 2-3 stakeholders at one point of time for different skills.

### **Key responsibilities includes: -**

- Being an action taker right from getting the requirements from stakeholders till the candidate joins.
- Sourcing candidates through various channels like Social Media, databases, referrals and job boards like Naukri, Monster, Times jobs, Hiris, Indeed, etc.
- Getting the hiring inputs on how to be improved.
- Being the POC for owned skill, handling end to end development and training relative to recruitments.
- Maintenance of database of candidates and internal dashboards.
- Responsible for handling Inhouse and Outstation events/drives.

- Perform various activities to keep the candidate warm.
- Continuous follow up with the Panels for timely feedback.

**Colt Technologies ( Hays – RPO ) June 2016 till March 2019**  
**Client Consultant**

**Key Roles &Responsibilities:-**

- Have been doing end-to-end recruitment for Lateral & Leadership hiring in Colt Technology for Gurgaon and Bangalore location.
- Interacting with Project Managers for requirement gathering; develop sourcing strategy, fulfillment of staffing and follow-up with on boarding team till candidates reports the projects for Permanent and Contract positions.
- Understanding the business requirements and working closely with the team members to source the right talent through different sources like LinkedIn, Social media search, Naukri, Monster, IIM jobs.
- Sourcing, Phone Screening, Scheduling, Recruitment coordination, Debriefing on Interview feedbacks.
- Ability to recruit in a volume / high-pressure environment where a lot of hiring is just in time hiring.
- Conducting parity check within the organization before closing on candidates.
- Handling recruitment for critical, leadership and hard to fill positions.
- Conducting regular hiring drive to fill in the requisitions and managing candidate pipeline.
- Recruitment Cost optimization:- Sending employee referral mailer on a weekly basis to widen the candidate pool, Internal job posting, Direct Sourcing, Leverage referrals from my current employees.
- Sharing the detailed feedback with the candidates so that they can improve on their grey areas.
- Sell and Close positions in terms of Salary negotiations for low cost hiring.
- Extending offers, follow-ups on boarding.
- Keeping the Top Management updated on the Hiring Status through Reports & Dashboards.
- Maintain and develop good understanding with the Business team.

**Cross Road Solution:- March 2015 till June 2016**  
**IT Recruiter**

**Key Roles &Responsibilities:-**

- Understanding the requirements of clients with job description and competencies required.
- Identify potential candidates suitable for the desired position.
- Screening and short-listing resumes based on specific criteria, skills, platform, qualification and relevant experience.
- Scheduling interviews of candidates short-listed as per client's need.
- Handled the tasks of maintaining proper records of the candidates in the database system of the organization.
- Actively involved in recruiting candidates, through job portals (Monster.in, Naukri.com) which includes screening of the resumes, assessing candidate's credentials and qualifications, preparing candidates for the external interview. Coordinating with the professionals until the final placement of the candidate.

- Client coordination in taking feedbacks on interview & further follow up with the candidate and the client and Salary negotiation on behalf of client.
- Take care of the employee grievances related to Salary and resolving them with the client.
- On the Date of Joining of candidate, getting filled all the required documents.
- Hands on experience in end-to-end recruitment.

Clients Served: - Fareportal, Mercer, Aricent, Amazon, Aon Hewitt, Hike, Uber, Bhavna corporation

## **Infinity Waves November 2012 till March 2015**

### **Sr. Recruiter**

#### **Key Roles & Responsibilities:-**

- Served as Sr. Recruiter for different client in US.
- Analyzing and understanding the different requirements of the client.
- Based on the client's requirements screening the resumes and judging the Candidates to meet the particular requirement.
- Sourcing resumes through job portals. Ex- Monster, Dice, Google, LinkedIn, etc.
- Initial phone screening of candidates to judge communications and background.
- Short-listing the candidates as per client's requirements and then scheduling up the interviews.
- Maintaining a database of candidates with Excel.
- Keeping record of accomplishment of shortlisted and selected candidates.
- Negotiating on salaries and managing candidates' expectations.
- Follow up with the candidates until the completion of the joining formalities.
- Regular follow up with the selected candidates to confirm their joining dates.
- Contacting to different companies for new requirements.
- Fair understanding of the various Tax terms and benefits 1099, W2, Corp to Corp, Medical. Clear understanding of contract, Contract to Hire, Permanent (Full time) opportunities.
- Maintaining client Relations.
- Daily submission Report maintains.
- Have hands on experience on Taleo - Reviewing & screening Taleo database.

Clients Served: - Morgan Stanley, Bloomberg, HBO, Facebook, JPMorgan Chase, Pfizer, Chevron Corporation, Shell, and Johnson & Johnson

#### **Pharma Clients; - Johnson & Johnson, Pfizer**

Hired for Pharma Clients : Project manager, BA, Manager ( Sales ), Sr. Research Associate, Principal Scientist, Laboratory Assistant, LiMS consultant,

#### **Strengths:**

- Quick in learning
- Confident, hardworking & dedicated to work.
- Desire to learn new things and willing to take responsibility.
- Good communication skills

- Excellent decision making skills with a positive approach
- I am a team player and able to perform the given Task within a given time

**ATS:-**

Taleo/Avature / Sucessfactor / 3ss

**Educational Background:-**

High School from Board of School Education Haryana  
Intermediate from Board of School Education Haryana  
BA From MDU University 2021

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