

Keerthi V.C

TECHNICAL RECRUITER

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SUMMARY:

Overall 5.8 years of experience in End to End Recruitment with strong expertise in sourcing & hiring for technical requirements for both product & services sector. Expertise in using social media and various tools attract talent for open roles.

FUNCTIONAL SKILLS

- Technical Recruitment
- Non IT Recruitment
- Leadership Hiring
- Process Development
- Lateral Recruitment
- Campus Hiring

KEY SKILLS

- Stakeholder Management
- Client Management
- Team Management
- Project Hiring
- Reporting

TOOLS

- LinkedIn Recruiter
- Social Media [XRAY, Facebook, Twitter etc]
- ATS
- Naukri, Monster , IIMJobs, Hirst

EDUCATION:

BBM from Bangalore University, 2010

WORK EXPERIENCE

Conduent

Technical Recruiter | April. 2018 to present

- Handled end to end recruitment for for mid-level and senior level Hiring across different business units
- Built strong pipeline of candidates for critical and super niche roles
- Partner directly with hiring managers to understand the requirements and accordingly built talent pipeline
- Conducted HR Interviews to assess the cultural fitment and negotiated the compensation to attract best talent
- Reporting to leadership with correct data on hiring status and closures and big wins
- Leveraged social media recruitment platforms such as LinkedIn, Facebook to attract talent
- Conducted Walk-in drives for mid level positions while hiring in volume.
- Managed the entire recruitment and oversee the scheduling and follow ups to ensure high interview acceptance and offer acceptance
- Effective engagement with offered candidates which resulted in a joining ratio of more than 70%
- Responsible for collecting required documents for background verification and to accomplish the reference check before candidate comes on-board

Accenture India Pvt Ltd

Recruitment Specialist | May 2012 to July 2014

- Strategically partner with the business teams to get understand the open requirements and plan the hiring strategy.
- Source and attract talent through various portals to deliver quality candidate profiles within the SLA.
- Collaborate with all stakeholders to schedule interviews and manage the complete recruitment process
- Managing scheduling of resources for their respective resource pool, undertaking the critical set of processes which helps to identify and propose right talent from a resource pool to ensure fulfillment of all open roles
- Following-up with the Interview Panels to get the resume screening feedback and interview feedback
- Conducting the HR Interviews of the candidates who are selected by the business teams
- Executing sourcing initiatives to build a proactive pipeline of high caliber, diverse, and well-qualified talent, and identifying most qualified candidates through various screen and assessment methodologies

Instance Soft Tech Pvt. Ltd, Bangalore

Technical Recruiter | July 2011 – May 2012

- Managed the complete recruitment process (sourcing, screening, getting shortlist, arranging interviews and closing the position
- Client Interaction for requirement gathering and understanding the requirements to close the positions within TAT.
- Sourcing profiles as per business requirements using various
- sourcing pockets like Job portals and internal database.
- Generation of references from respective candidates and building the database.
- Screen & scrutinize the CV for various competencies prior to the profile being shared to the client.
- Proper follow up till the candidate joins.
- Maintain MIS of all recruitment related details and credentials of each candidate

Aqua logic Tech System, Bangalore

Recruitment Specialist | Oct'2010 – Jul'2011

- Coordinating with the Project Management with regard to open requirements.
- Initial scrutiny of the resume, screening the candidates through personal interviews, testing their skills and to assess the confidence level, communication skills, attitude
- Full life-cycle recruitment experience includes sourcing strategies, screening/interviewing and candidate selection in concert with hiring managers, negotiating compensation packages, extending offers, post offer follow-ups and requisition closure.
- Executed day to day Operations as per Service Level Agreements and Excelled in the same.