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**Career objective:**

To work in a growth-oriented position in a reputed company and contribute my dedicated efforts as a team member, taking up challenging projects and learning the finer skills.

**Summary:**

- Over all 7+ years of experience, 6+ years of experience in US IT Staffing.
- Performed the overall recruitment and sourcing function for IT and NON IT Professionals including candidate sourcing, screening, and negotiating hourly rates and fulltime salaries.
- Actively sourced through cold calling, internet searches, industry related network associations and job boards to provide a diverse pool of qualified candidates.
- Extensive Experience in Cold calling.
- Self-motivated professional who achieves results and has superior ability to coordinate and perform several projects simultaneously.
- Good understanding and knowledge of work visas like GC, EAD, OPT, H1, L1 & L2.
- Hiring the top talents for Infrastructure, Security, Application Development, Desktop Administrators, Engineering, and ERP.

**Experience:**

**03/19 – Present**

**ILINK Solutions INC**

**Sr Technical Recruiter**

- Responsible for recruitment of IT professionals for various clients.
- Performed the overall recruitment and sourcing function for IT Professionals including candidate sourcing, screening, and negotiating hourly rates.
- Screen ascertaining the competence of candidates against a job description.
- Actively sourced through cold calling, internet searches, industry related network associations and job boards to provide a diverse pool of qualified candidates.
- Worked with State, Federal and Fortune 500 Clients.
- Resourcing profiles through portals, headhunting, references & Professional database.
- Responsible for sourcing, screening, coordinating interviews, follow up's, offers, on boarding, status reporting, closing the deals for the company.
- Experience in Recruiting technical consultants of all levels, from programmers to program managers etc.
- Screen candidates to ensure that their skills and experience are directly in line with the client's needs and expectations.
- Searching for the suitable and available candidates on the job boards like (Dice, Monster and Career Builder).
- Making cold calls and interviewing the candidates on phone and collecting the necessary Information.
- Maintenance of database and documenting, including high to low profile personnel.
- Efficient search, evaluation of candidates for the requirements on the basis of skills, functionality, experience and qualification.
- Screening the candidates including the high profile applicants based on their resumes and job profiles.
- Short-listing resumes as per the requirements and Submitting and taking care of quality check of the resumes
- Analyze requirement and understand the requirement of the client company and decide about what type of a resource to look for.
- Worked on Citizens, GC's and H-1B candidates.
- Handled Pre-screening of candidates.

- Negotiate pay rates and discuss various benefits associated with the position.

**07/17 – 08/18**

**SOA IT Solutions PVT LTD**

**Technical Recruiter**

- Responsible for recruitment of IT and NON IT professionals for various clients.
- Performed the overall recruitment and sourcing function for IT and NON IT Professionals including candidate sourcing, screening, and negotiating hourly rates and fulltime salaries.
- Screen ascertaining the competence of candidates against a job description.
- Actively sourced through cold calling, internet searches, industry related network associations and job boards to provide a diverse pool of qualified candidates.
- Resourcing profiles through portals, headhunting, references & Professional database.
- Responsible for sourcing, screening, coordinating interviews, follow up's, offers, on boarding, status reporting, closing the deals for the company.
- Experience in Recruiting technical consultants of all levels, from programmers to program managers etc.
- Screen candidates to ensure that their skills and experience are directly in line with the client's needs and expectations.
- Searching for the suitable and available candidates on the job boards like (Ladders, Dice, and Career Builder).
- Recruiting candidates for contract, contract-to- hire and permanent placements for IT positions.
- Making cold calls and interviewing the candidates on phone and collecting the necessary Information.
- Maintenance of database and documenting, including high to low profile personnel.
- Efficient search, evaluation of candidates for the requirements on the basis of skills, functionality, experience and qualification.
- End-to- End coordination of interviews from client and candidate side.
- Screening the candidates including the high profile applicants based on their resumes and job profiles.
- Short-listing resumes as per the requirements and Submitting and taking care of quality check of the resumes
- Analyze requirement and understand the requirement of the client company and decide about what type of a resource to look for.
- Worked on Citizens, GC's and H-1B candidates.
- Handled Pre-screening of candidates.
- Negotiate pay rates and discuss various benefits associated with the position.

**10/15 – 07/17**

**Ionidea Enterprise Solutions PVT LTD**

**Technical Recruiter**

- Responsible for recruitment of IT and NON IT professionals for various clients.
- Performed the overall recruitment and sourcing function for IT and NON IT Professionals including candidate sourcing, screening, and negotiating hourly rates and fulltime salaries.
- Successfully review job descriptions in to understand the needs of the hiring manager as well to ask questions that'll help you identify the right candidate(s). This is by far the most important skill a recruiter needs. Understand technology, technical roles and technical skills. Learn and evaluate your technical skills.
- Screen ascertaining the competence of candidates against a job description.
- Actively sourced through cold calling, internet searches, industry related network associations and job boards to provide a diverse pool of qualified candidates.
- Resourcing profiles through portals, headhunting, references & Professional database.
- Responsible for sourcing, screening, coordinating interviews, follow up's, offers, on boarding, status reporting, closing the deals for the company.
- Worked with Implementation partners Like IBM, HCL YOH, etc.
- Good Negotiation and Closure skills with strong emphasis on Client/Candidate Relationship management.
- Good understanding and knowledge of W2, C2C, and 1099.

- Actively build and maintain candidate pipeline while simultaneously increasing internal candidate database.
- Worked on all types of IT and Non IT requirements and comfortable working with hard to fill positions and source resumes according to client specifications giving priority to Citizens and Green cards.  
Source resumes through - Monster, Career Builder, Dice and social networking websites like LinkedIn

**11/14 – 09/15**

**CES LTD(Wankys software Technologies Pvt Ltd payroll)**

**Recruiter**

- Responsible for recruitment of IT and NON IT professionals for various clients.
- Performed the overall recruitment and sourcing function for IT and NON IT Professionals including candidate sourcing, screening, and negotiating hourly rates and fulltime salaries.
- Successfully review job descriptions in to understand the needs of the hiring manager as well to ask questions that'll help you identify the right candidate(s). This is by far the most important skill a recruiter needs. Understand technology, technical roles and technical skills. Learn and evaluate your technical skills.
- Screen ascertaining the competence of candidates against a job description.
- Actively sourced through cold calling, internet searches, industry related network associations and job boards to provide a diverse pool of qualified candidates.
- Worked with direct clients Implementation partners, preferred vendors.
- Good understanding and knowledge of W2, C2C, 1099.
- Actively build and maintain candidate pipeline while simultaneously increasing internal candidate database.
- Worked on all types of IT and Non IT requirements and comfortable working with hard to fill positions and source resumes according to client specifications giving priority to Citizens and Green cards.  
Source resumes through - Monster, Career Builder, Dice and social networking websites like LinkedIn

**06/13 – 10/14**

**Ilogik INC(Wankys software Technologies Pvt Ltd payroll)**

**Bench Sales / Recruiter**

- Responsible for recruitment of IT professionals for various clients.
- Performed the overall recruitment and sourcing function for IT Professionals including candidate sourcing, and negotiating hourly rates.
- Successfully review job descriptions in to understand the needs of the hiring Manager.
- Screen ascertaining the competence of candidates against a job description.
- Actively sourced through cold calling, internet searches, industry related network associations and job boards to provide a diverse pool of qualified candidates.
- Experience in Bench Sales including of H1B's, GC's, USC's & EAD's.
- Coordinating with the consultant In order to know their comfortableness with the requirement before submitting to the Vendor.
- Posting the resume on all job portals like Dice, Monster, and social networking portals etc...
- Submitting the consultants to all the suitable job postings on all portals.
- Broadcasting the Profile of the consultant and the Hot list of the company on a periodical basis.
- Track the submissions and make regular follow-ups.
- Reaching out for the maximum number of open requirements in the market.
- Intimate the entire team regarding client submissions to avoid duplication's.
- Inform the consultant regarding the vendor calls and end client interview schedules.
- Prepare the consultants for the end client interviews.
- Ensure prompt delivery of the consultants.
- Negotiate rates With the Vendors/ Clients.
- Taking care of the Consultants whether they are comfortable with the work environment.
- Talking to the Vendors regarding the performance of the consultant and the quires that the consultant brings to my notice.

- Maintaining Good interpersonal Relation with the Client and the Vendors.

**06/12 – 05/13**

**Daakshya Informatics PVT LTD**

**Process Associate**

- Responsible for selling of Holiday Packages to Australian People, worked for Australian Company named Hotel Bargains.
- Explaining about the various packages, rates and Hotels that what we are going to provide them during the Holidays.
- Collecting the Credit Card Information for closing the Sale.

**U.K.Process**

- Responsible for selling the Broadband connections, telephone connections to U.K.people, Worked for U.K Company named Sparta Telecom.
- The people who are using only the British telecom, Ask them to convert in to a Sparta telecom.
- Explaining about the various packages and rates.

**Declaration:**

All the information furnished above is true and correct to the best of my knowledge and belief. Provided an opportunity to serve your organization, I would be Grateful and perform the best to prove my candidature.

Thanking You,

**Date:**

**Place: Bangalore**

**KAMESWAR RAO VEDULA**