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| **BOOSA ESWARA RAO**  Email ID: boosa.eswararao@gmail.com Contact No.: +91-9666978492.  **CAREER OBJECTIVE**  Human Resources Management Professional seeks opportunities where experience in staffing, internal program development and management, employee relations and project management will enhance a company’s overall strategic plan and direction.  **CAREER SUMMARY**   * A company oriented professional with experience in recruting, staffing, retrenching people posseses more than 1 year experience as a HR-Recruiter.. * Efficient in interviewing and assessing the people. * Expert in recruting the people, according to the company policy. * Proficient in giving valuable decision and taking the feedback from the employees. * Expert in issuing presentations.   **PERSONAL QUALITIES**   * Remarkable analytical, logical and mathematical skills. * Innovative in assessing the qualities of people. * Efficient in communicating well in written and verbal both. * The ability to motivate people.   **KEY RESPONSIBILITIES HANDLED**   * Analyzing the requirement of organization. * Analyze the quality people and contact them through phone, Email. * Recruit the people and perform various recruitment steps. * Maintain the existing employees and take the feedback from them. * Maintain harmonies relations with existed employees towards retent the employees for a long time. * Make the coordination with various departments. * Maintain a healthy relationship with other other company's HR Departments. * I used to issued the presentations in various industries in order to make them(employees) awre about financial plans.   **COMPUTER KNOWLEDGE**   * Expert in basic use of computer * Internet savy   **ACHIEVEMENTS**   * I've secured 1st position in the ''General Quiz'' event on the occasion of ''Genio Fiesta-National Level HR Management Meet'', organized on 26th & 27th February ,2015 by the department of Human Resource Management,Andhra University. * I obtained a Best Team Leader award for organized a paper presentation contest on the theme ''NEW ERA MANAGEMENT INNOVATIVE PERSPETIVE'' held on 18th september 2014 as a team leader.   **CERTIFICATONS**     * I had completed a certificate programme in Legal Framework in HRM from 18/02/2015 to 18/03/2015 in Pydah college(PG courses).   **EMPLOYERS**   * Working as a HR-Recruiter in MSKILLS UNITED Staffing & Consulting Services company from 1st July 2016 to present. * Worked as a FSC Mannager in esteemed organization ICICI Prudential Life Insurance from 17th september 2015 to 30th April 2016.   **ACADEMIA**   * Master Of Business Adminstration (HR) from Andhra University with 78%. * BSC from AQJ UG & PG College which is affliated to Andhra University with 71%. * Intermediate(MPC) from Pendurthi G.J.College with 71.6% * 10th from Pendurthi Govt.High School with 76.6%   **PERSONAL DETAILS**  Name : Boosa Eswara Rao,  Father’s Nam : Suri Demudu  Date of Birth : 5th July1992,  Languages Known : English, Hindi & telugu  Permanent Address : BOOSA ESWARA RAO, S/O. B.SURIDEMUDU,  Anandapuram Mandal, Visakhapatnam Dist,  Andhraprdesh - 531173  **DECLARATION**  I, the under signed, certify that the above statements are true to the best of my knowledge and belief.  DATE:  PLACE: Visakhapatnam. Signature  (B.Eswara Rao). |
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