***CHIRAGJAIN*** ***RESUME***

*Jainchirag797@gmail.com*

*Contactnumber-8505095415*

*Father-Mr.SanjayKumarjain*

*1340/37Adarshnagar,badia*

*Ajmer*

*Pincode-305001*

*Rajasthan*

*Objective–*

*LookingforapositionofaHumanResourcesDevelopmentwhereIcanperform cha****l****engingworksandpurserewardingcarrers.Seekingforaresponsiblepostwhere Icanutilizemyknowledgeandski****l****s,soastocreatethewinsituationand harmoniousrelationswithintheorganization.*

***EDUCATIONALQUALIFICATION***

|  |  |  |  |
| --- | --- | --- | --- |
| ***Qualication*** | ***Board/University*** | ***Years*** | ***Score*** |
|  |  |  |  |
| *10th* | *CBSE* | *2013* | *6CGPA* |
|  |  |  |  |
| *12th* | *CBSE* | *2015* | *60%* |
|  |  |  |  |
| *BCA* | *MDSU* | *2018* | *60%* |
|  |  |  |  |

***Experience-***

***WorkedasH.RExecutiveinFirstStepConsultancylocatedinJaipur fromMarch2016toJuly2018.***

* *Inthebeginning12monthworkedasH.RRecruiterafterthatgot*

*promotedasSeniorH.Randusedtohandleteamof6Recruiter.*

***CurrentlyworkingasHRLeadinGenpactJaipurfromAugust2018.***

* *GoldMedalistinGenpactforBand5hiring.*
* *Operatingteamof10+recruiter.*
* *EngagedwithendtoendRecruitment.*
* *EngagedwithHRGeneralistandpayro****l****activities.*

***RoleandResponsibility–***

* *Identificationofvariouschannelsforsourcingandrecruitment.*
* *ShortlistthedatafromdifferentJobPortalaslike–Indeed,*

*Shine.com,Monster.com,Naukri.com*

* *Maintaintheresourcesdatabaseoftheorganization.*
* *RecruiterthecandidatesaccordingtoJobprofileofClient.*

* *PreparingtheRecruitmentcalendarwitha****l****thepositionandtheir targetdateofhiring.*
* *Providingtrainingandscreeningtheprofileaccordingtothe requirementofcompanies.*
* *ManagingEndtoEndrecruitmentthroughJobsites,Walk-ins, referals,advertisement,out-stationhiring,headhuntingforsenior profiles.*
* *OrganisingDriveandmanagecompleteco-ordinationwithH.Rand seniorauthorityofthecompany.*
* *FocusedtocompletingTargetsontimeandhiringasperbudgeted headcounttoensuremaximumrevenuetothebusiness.*
* *Providingcompletetrainingregardinghiringtotherecruiterand operateteamof6employees.*
* *ManagingCampusandVendordrive.*
* *RecruitforIT,BPO,KPO,Banking,Engineering,Marketingand*

*varioussectors.*

* *RecruitprofileforLateralorseniorhiring.*

***Achivements****–*

* *Globa****l****yAwardedSlivermedalforbestRecruiterinBand5Hiring.*
* *AwardedasleadinPANIndiafor****Apprentice****inGenpactfromMinister ofSki****l****developmentIndia.*

***PersonalSkils–***

* *Abilitytoworkindividua****l****yoringroup.*
* *Interestedinlearningnewthingsandinimplementation.*
* *Easilyadaptabletoanynewtechnologywithminimumtraining.*
* *High-Energyworkethicandcommitmenttoclientservice.*
* *WorkwithDedicationandDetermination.*
* *Enjoystronglogical,analytical,communication,andinterpersonal ski****l****s.*

***ComputerSkils-***

* *Toolsandsoftware:MSOffice(Word,Excel,PowerPoint,Outlook)*
* *Fu****l****commandoninternetactivity.*
* *GoodcommandonJobPortal.*
* *Typingspeedisupto35wordsperminute.*

***Extra-CurricularActivies-***

*DovariousPlay,Drama,Dance,Debate,free-speechandotherinschool.*

*ActiveinInternetactivieslikeinsoftwareanda****l****curentupdates.*

*Involveinvarioussocialactivityandcharity.*

***Interest-***

* *Gadgets*
* *Typing*
* *Trave****l****ing*

***Language****–*

*EnglishorHindi*

***Positivepoint-***

*Goodincommunication*

*Confidentperson*

*GoodThoughtpowerandproblemsolvingatitude.*

***Relocation****–ComfortabletoRe-locateanypartofIndiaandveryflexibletoworkin**differentenvironment.*

***LongTermGoals-***

*Iwanttoseemyselfatresponsiblepositionwheremycompanysee measvaluableassetsandatthesametimetogrowwiththecompany.*

***Strength–***

* *Positiveatitudewithconfident.*
* *StrongcommunicationSki****l****swithgoodconvincingpower.*
* *TeamLeaderspirittooperateteam.*

***PERSONALDETAILS-***

*Dateofbirth-15April1997*

*Nationality-Indian*

*Sex-Male*

***Date:***