

**BHAGYA SHRI**

**Specialization:**

Human Resource

Marketing

Operation

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| CAREER OBJECTIVE: |

Begin my career in a high-level professional environment by securing a responsible employment opportunity to fully utilize my skills, while making a significant contribution to the success of the

company.

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| EXPERIENCE |

**Varite India PVT. LTD.**

**Associate Recruiter**

15-07-2021 to 31-12-2021

• Hands on experience in handling and sourcing candidates from job portals like Naukri, Monster, LinkedIn and ATS (Applicant Tracking System) like CEIPAL, Explore resume database.

• Conducting telephonic and video interviews, taking technical evaluation tests to pre-screen

candidates and identifying the skills and criteria as per the clients’ requirements.

• Co-ordinating with the hiring managers regarding sourcing strategies, scheduling interviews and providing feedback on the interviewed candidates.

• Skilled in Boolean search strings/keywords, cold calling and sending mass emails to candidates as per the client requirements.

• Proficient at maintaining Excel sheets, ATS and database records of the possible talent leads.

• Parsing and uploading resumes on client portal like Fieldglass.

• Experience in sourcing for MNC clients such as VMware, Adobe, DELL EMC/India, Salesforce, NTT Data, IBM, Concentrix, Net APP, ORACLE, ServiceNow Recruiting for various IT/NON-IT roles.

• Well-versed in CST process, onboarding of candidates with clients, client follow ups.

**STRATOSPHERE IT SERVICES**

**HR-RECRUITER**

20-11-2020 to 12-4-2021

* Partnering with hiring managers to determine staffing needs
* Screening resumes
* Performing in-person and phone interviews with candidates
* Coordinating interviews with the hiring managers
* Following up on the interview process status
* Maintaining relationships with both internal and external clients to ensure staffing goals are achieved
* Communicating employer information and benefits during screening process
* Staying current on the company’s organization structure, personnel policy, and federal and state laws regarding employment practices
* Serving as a liaison with area employment agencies, colleges, and industry associations
* Completing timely reports on employment activity.

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| ACADEMIC QUALIFICATION: |

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| Degree/  Certificate | Board/ University | Year of Passing | % of Marks/  CGPA |
| MBA | AKTU Lucknow University (U.P) | 2020 | 63 |
| BBA | Chhatrapati Shahu Ji Maharaj University, Kanpur | 2018 | 55 |
| XII | U.P Board | 2015 | 67 |
| X | U.P Board | 2013 | 77 |

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| SUMMER INTERNSHIP PROJECT |

**Project Title:** Consumer perception on product quality v/s price of Jaquar

**Company Name:** Britannia Industries Limited

**Duration:** 2 Months (60 days)

**Synopsis:** The project was to understand the working of modern trade retail stores and also finding out

the various strategies of Britannia and their competitors for future planning and strategy formulation. I was

also working for understanding consumer behavior. (Must be based on the Research Project)

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| SKILLS AND PROFICIENCY |

IT PROFICIENCY

* MS Word
* Power point
* Excel

**Other skills**

* Good leadership skills
* Creativity
* Interpersonal Skills
* Effective communication skills
* Self-management and learning
* Adaptability to change

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| ACCOLADES/ACHIEVEMENTS |

* Attended Conference on Envisioning India 2.0 Economic Policies: Prospect and Challenges held on

1st December 2018 organized by Jaipuria Institute of Management.

* Attended a National Conference” Citi Diamond Jubilee Celebration” held on 27th November 2018.
* Pursuing NPTEL online Certification Program in “Management of Field Sales”.
* Successfully organized and managed stall at Mercato-The Marketing Hat held on 3 Nov 2018, and

also gave dance performance in the same, organized by Jaipuria Institute of Management.

* Took part in EXCELENCIA 2018 Treasure Hunt competition held on 10thOctober 2018.
* Undertook an industrial visit to” YAKULT” on 27th February 2019.
* Actively sold tickets to people for the Marketing Fest MERCATO.
* Took part in “ANTI PLASTC CAMPAIGN” in association with Ghaziabad Nagar Nigam.

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| PERSONAL DETAILS |

* Date of Birth: 25 OCTOBER 1999
* Languages known: English and Hindi
* Nationality: Indian
* E-mail: [shribhagya1999@gmail.com](mailto:shribhagya25@gmail.com)
* Phone: 9807240001



Signature: Bhagya shri