**CURRICULUM VITAE**

**RAMAN DEEP**

**Cell** (+91)7905629149

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**Objective**

To be a part of the challenging team which strives for the better growth of the organization and which explores my potential and provides me with the opportunity to enhance my talent with an intention to be an asset to the company.

**Academic Qualification**

* Graduate from Dr. Rammanohar Lohia Avadh University, Ayodhya.
* PG in mass communication (UPRTOU ALLAHABAD)(2012).
* PG in English Literature (from Dr. Rammanohar Lohia Avadh University, Ayodhya.)(2017).
* Graduate (2010)IN English Literature from Dr. Rammanohar Lohia Avadh University, Ayodhya.
* 10+2 from UP Board(2007).
* 10th from UP Board

**Work Experience**

**✓ One Year 7 months of experience Asterisk Crystal Televentures Pvt. Ltd. Noida as a CSE(UK process).**

**✓ One Year 3 months of experience with Hyper Quality India Gurgaon as QA (CANADA Telecom process)**

**✓ 3 years 3months (15 MARCH 2019 to 20 June 2022) worked as a Non IT Recruitment Executive with Rmcn Employee pvt ltd Delhi.**

**✓ Last 4 months To till now October 2022 working as SR HR Executive AT Access Pacific Healthcare Noida 63 and handling Non IT , senior, junior level positions.**

**Job Description**

**Worked as Recruitment Executive**

* **Partnering with hiring managers to determine staffing needs**
* **Screening resumes**
* **Team Handling experience(4/5 recruiters)**
* **Sourcing profiles from job portals, LinkedIn, database & other sources**
* **Key Account Management**
* **Documentation.**
* **Handled on boarding and exit interview**
* **Short listing profiles basis job description and schedule interviews**
* **Salary Negotiation with candidates**
* **Performing in-person and phone interviews with candidates**
* **Team management & people development**
* **Administering appropriate company assessments**
* **Employing different strategies for recruitment of various Clients**
* **Performing reference and background checks**
* **Coordinating interviews with the hiring managers**
* **Following up on the interview process status**
* **Hands on experience with different job portals like Monster, Naukari, shine.com and well versed with Linkedin 6k connections.**
* **Worked with in-house and multiple clients like Mindtree, Deloitte, NIT, Adventus, Teleperformance, Messho, Big basket.**
* **Hired Trainers on various technology like AWS, TPF, workday, SQL, Block chain, Cucumber.**

**Personal Detail**

**Father’s Name Sri Akbal Bahadur**

**Date of Birth 02 JAN 1985**

**Languages Known English, Hindi**

**Sex Male**

**Marital Status married**

**Nationality Indian**

**Declaration:** I hereby declare that the above written particulars are true to the best of my knowledge and belief.

Date :

Place : (**Raman Deep**)