**PRASHANT SHISHODIA**  
**HAPUR 245301 | +91-7017660744 | shishodiap57@gmail.com**

**Summary**

* I have around 9 months of experience in USA IT Recruitment.
* I have good knowledge of USA its recruitment about function of recruitment.
* Feels very interested & Confident while speaking with Citizen & Green Card Candidates.
* Proficiency with MS Word, MS Excel, MS Outlook and Internet resources with excellent expertise in sourcing right candidates through job portals like Monster, Dice, Career Builder.
* Using String Patterns Boolean search methodologies in the Dice and Monster and carrier builder.
* Knowledge of recruiting USC, Green Card Holders, EAD’s and H1B
* Strong knowledge of various taxation policies such as C2C, W2, 1099, and work authorizations like H1B,GC EAD, OPT EAD, CPT, EAD, TN, Green Card and US Citizens.

**Recruitment Skills**

* Talent Acquisition
* Candidate Sourcing & Screening
* Boolean Searcheswww.studyfordreams.in
* Executive Recruiting
* Offer Negotiations
* Placement

**Strengths**

* Self Confidence & Optimistic
* Very good ability to work in a team environment as well independent whenever required.
* Self-motivated, willing to take responsibilities, can work independently, lead or work within a team, excellent organizational and communication skills.
* Excellent Microsoft Office skills used for exporting, importing and documentation.
* Excellent Communication & Presentation Skills demonstrated during various team & across the team events.

**USA IT Recruiter Sept 2023 – May 2024**

**American Business Solutions Inc· Full-Time**

**Noida, Uttar Pradesh, India · On-site**

* Experienced technical recruiter with a demonstrated history of working in the staffing and recruiting industry, Screening and filtering the resumes so as to give the best and genuine candidate.
* Expertise with US IT and Non-IT Recruitment including hands on experience with different IT Technologies, US Visas, Tax Terms, US time zones, US Job portals and End to End recruitment etc.
* Excellent experience with different clients in various domains such as Insurance, Financial, Energy, Entertainment.
* Worked on different-different application tracking system like- Ceipal, JobDiva.
* Sourced Quality Candidates through different job portals Such as Monster, Dice, Career Builder and LinkedIn.
* Worked on various Requirements like Project Manager, Business Analyst, Cloud Engineer, Java developer, Front End/ Back End Developer, Software Developer/ Engineer, DevOps engineer, SAP FI-CO, UX designer, Quality Assurance, UX Researcher, Instructional Designer and so On.
* Responsible for handling complete recruitment life cycle for Direct Clients in the US (W2 & Corp to Corp)
* Develop action plans/recruiting strategies to identify qualified candidates through various job portals and networking websites.

**Education**

**Bachelor of Computer Application from Inmantec Institution (GZB) Affiliated to CCS University (Meerut) 2021-Currently (Expected 2024)**

**(Prashant Shishodia)**