Ajay Kumar Joshi

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Summary

Talent acquisition and recruitment professional with 3+ years of experience within in-house and agency recruitment. Manage all phases of full-cycle recruiting, from initial sourcing and screening through offer negotiations, placement, and onboarding. Creatively source high-caliber candidates by leveraging recruiting software, social media, cold calling, and employee referrals.

Recruitment Skills

Offer Negotiations	Applicant Tracking System	Multitasking
Communication skills	Advanced Boolean Searches	Internal hiring
Job Postings	Offer Negotiations	Screening

Experience

Senior Recruitment Consultant   **Aug 2021-Nov 2022**
Quess IT Staffing (A vertical of Quess Corp)

- Recruited on almost all spheres of IT requirement for junior, senior, middle, and higher management levels and niche requirements in service-based and product-based organisations
- Sourced profiles from various channels Naukri.com, Resdex, Monster, LinkedIn, LinkedIn Recruiter, indeed, Facebook, X-ray search, internal database, employee referral etc
- Extensively used Boolean search/ key-string search in order to find the best match as per the client demand
- Co-ordinated with the technical panel and scheduled interviews and obtaining feedback
- Shared and maintained candidate information on SmartRecrutiter (ATS).
- Attend weekly meetings with hiring managers, and account teams to discuss and assess candidate and requisition status and pipeline status movement
- Regular follow up with the selected candidates to confirm their joining dates, ensuring the maximum of them placed successfully.
- Received Spot Recognition Award many times for outstanding performance throughout weeks
- Extensively worked on requirements for product and service-based clients which includes Bank of America, HCL, Publicis Groupe, Volkswagen IT Services, Luxoft, Wipro, Motherson Technology etc

Skill Recruited – Core Java, Java, Microservices, Big Data, Oracle DBA, Informatica, .Net, C++, UI/UX, Ab Initio, GCP, AWS, SAP, Golang, Azure, Salesforce, AEM, R Language, Sitecore, Pega, Appian, Murex, Business Analyst, Java Full Stack, Mobile Application (Native, Hybrid, Web), React.js, Agular.js, Node.js, React Native, IOS, Unity, AR, QA Analyst, Testing (Automation, Manual)

IT/HR Recruiter   **July 2020-Aug 2021**
I2B Solutions, Chandigarh

- Led 360 recruitment / end to end recruitment, from sourcing strategies, talent recruitment, and acquisition to interview preparation, offer negotiation, offer letter generation, handling pre-boarding and onboarding tasks
- Sourced the candidates through Naukri Resdex, LinkedIn Recruiter, Xray Search. Monster, Hirist and Facebook to search for qualified candidates.
- Knowledge about stakeholder management and vendor management
- Responsible for short listing the profiles sourced and sending it to the respective hiring managers and co-ordinating with the panel and scheduling interviews.
- Interfaced with the hiring manager and the supervisors, attended meetings, collaborating/communicating consistently to obtain feedback and ensure satisfaction with candidates, and effectively expediting process flow
- Negotiated pay and salary rates and finalized arrangements with candidates
- Responsible for full cycle of In-House recruitment for internal organization as well as external clients DXC Technologies, Capgemini, Wipro, SBI, Sourcefuse, Whitehat Jr
- Source, screen, interview, and shortlist internal and external candidates for a wide range of roles at differing organisational levels.
- Scheduled interviews and coordinated with client and candidate as well as follow up throughout the hiring process.
- Shared and maintained candidate information in the Workable, SmartRecrutiter (ATS).
- Sourced across multiple candidate sources and databases including ATS, naukri, Indeed, LinkedIn, Google Boolean Searches etc.

Skill Recruited – React.js, Agular.js, Node.js, React Native, Full Stack, Mean Stack, Flutter, Android, IOS, PHP**,** Laravel, Java Developer, Data Modeler, Bidder, Data science Director, WordPress, Mobile Application (Native, Hybrid, Web), SAP, Unity, AWS, Bid Manager, Account Manager, Sales Manager, Business Development Manager, Recruiter, Ab-initio Admin

Sourcing Associate   **July 2019-July 2020**
TekSearch, Pitampura, Delhi

- Finding active and passive candidates using proactive sourcing methods, high touch direct sourcing and networking to find top candidates for current and future openings.
- Conducted quality searches to find qualified through Internal database, head-hunting, referrals, job boards such as Monster, LinkedIn, indeed, AngelList and as well as referrals.
- Responsible to work on Contract, Permanent & C2H (Contract to Hire) position for IT/ Banking /Financial industries
- Posting job descriptions on a variety of job boards including LinkedIn, Monster other Social Networking sites.
- Screened, select, and submit qualified candidates to MSP/Non-MSP clients within a defined discipline.
- Maintained active and pipeline candidates in PC Recruiter an Applicant Tracking System to contact for other possible opportunities.
- Reviewed and responded to all applicants, approximately 15 per position per week, in at most 2 business days through Zendesk CRM and PCRecruiter ATS

Skills Recruited – UI/UX Designer, Java Developer, .Net Developer, Data Scientist, Data Analyst, Business Analyst, IT Security Analyst, Technical Analyst, QA Analyst, BI/ETL Developer, Project /Program Manager, Risk Analyst, Financial Analyst, Sourcing Manager, Scrum Master, Salesforce,

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Education & Training

Perusing Bachelor of Computer Application from IGNOU
Intermediate from K.V No.2 AFS Hindon
High School from K.V No.2 AFS Hindon