



AKSHAT SAINI

Lead Human Resources Recruiter

8750634177

Akshatsaini77@gmail.com

Ghaziabad, U.P. - 201001

<https://www.linkedin.com/in/akshat-saini-43527b164/>

EDUCATION

B.B.A

GGSIU, Delhi
2018 - 2021

10+2 & 10

C.C.D.P.S (CBSE Board)
2016 - 2018

EXPERTISE

End to End Recruitment Process

In-house recruitment

Client Management

LEADERSHIP

Good Communication

Time Management

Sourcing

NEGOTIATION

Experience

June 2022 - Till Now
Questhiring | Gurgaon

Lead Human Resources Recruiter

- Responsible for Technical Hiring for our clients (E-commerce/Product based / Ed.tech Organization) & for internal hiring.
- Hiring for profiles like Java/python developer, Frontend/Backend developer, Android developer, IOS developer, QA Engineer, Fullstack Engineer, SDET, Engineering Manager, Principal Engineer, DevOps, Technical Project Manager, UI/UX Designers, Product Manager & for many more profiles.
- Responsible for full recruitment life cycle for all assigned requisitions from identifying Competencies, Sourcing, Interviewing, Selection, Offer negotiation and talent Engagement till on-boarding.
- Managing Walk-ins, sourcing candidate through job portals like (Naukri, IIM Jobs, HIRIST, updazz.com, engineeristic.com), Social networking (LinkedIn), Campus hiring, taking preliminary round interviews.
- Maintaining database & handling the team of 5 member's.
- Handling multiple Client's at one time.
- Establishing strong working relationships with Founder's & Co-Founder's, hiring managers, Recruitment team and Candidates.

Oct 2021 - Till Now
Questhiring | Gurgaon

Human Resources Recruiter

- Responsible for the full hiring cycle, analyzing the requirement received from the client/manager, sourcing, screening, shortlisting, scheduling interviews, coordination till the candidate on board.
- Handling End to End Recruitment Process
- Ensure consistent building and maintenance of a robust pool of candidates including traditional and new sources such as via referrals, direct sourcing, and networking.

Achievements

Oct 2021 - Till Now

- The Years King (Highest Revenue of the Year)
- Helping Hand of the Organization
- Diwali Bonanza