

Ayush Dakshvanshi

Sr. Talent Acquisition Specialist

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OBJECTIVE:

To secure a position as an IT recruiter for fully utilizing my experience and skills, while making a significant contribution to the success of the Organization, Goal-driven IT recruiter with almost two years of experience, bringing forth my industry experience and expertise in talent sourcing, screening, interviewing, and placing. Equipped with the diverse and promising skill set. Seeks to procure a challenging position with growth potential.

PROFESSIONAL SUMMARY:

- Overall, 2 + Years of experience as an IT Recruiter.
- Experience in domains included IT, LSHC, BFSI, FMCG, Telecom and Retail Etc.
- Extensive experience with GitHub search, Internet, X-ray Search, Boolean Search and posting techniques.
- Experience in End-to-End recruitment lifecycle.
- Expertise in the areas of Staffing, Recruiting, Sourcing, screening, Reporting, Salary, Negotiation, Executive Hiring, Contract, and permanent hiring.
- Diplomatic and a proven ability in building up effective relationships
- Strong communication and influencing skills.

PROFESSIONAL SKILLS:

- Sourcing & Screening of candidates (Referrals, Portals, LinkedIn, Naukri, GitHub, X-ray Search etc.)
- Relationship Building with Clients & Candidates, Negotiation and closing the position.
- Leadership Skills, Bulk Hiring on walk in & Weekend Drives.
- Have worked on ATS (Applicant Tracking System)
- Internal and External Communications,
- Interviewing,
- New Hire Training,
- Process Orientation
- Written Communication

WORK EXPERIENCE:

Huntsmen & Barons. (H&B HR Solutions Pvt. Ltd.)

Role: Sr. Talent Acquisition Specialist

Duration: June 2021 to Present

ROLES & RESPONSIBILITIES:

- Handling complete End to End recruitment for the Clients involving IT and Non-IT requirements ranging from Entry to high level, Major experience into IT requirements.
- Sourcing potential candidates from social media like LinkedIn, GitHub, Google X-ray, referrals, Head hunting, and job portals like Naukri etc.
- Managing the entire recruitment cycle from requisition capturing till on boarding which involves sourcing, Screening, Shortlisting, Scheduling, coordinating interviews, pre - hire process, offer negotiation, and post offer follow ups till joining of candidate.
- Taking care of Employee Joining Process includes keeping track of upcoming joiners, Salary Negotiations, Offer Management, Documentation, and issue resolving.
- Sheer competency in working towards tight deadlines to achieve the targets within the deadline.
- Obtaining the feedback from the interviewers and analyze the gaps of the feedback
- Coordination with clients and understand the requirements of clients and closed the positions.
- Checking the quality and suitability of the CV as per the client requirement.
- Scheduling candidates for interview with the panel once the profile gets shortlisted.
- Providing feedback to the candidates as soon as we receive it from the clients.
- Follow up with the candidates till they join the company after selection.
- Excellent Sourcing in IT & Non-IT Recruitment Skills like Niche, Semi-Niche and Generic skills.
- Negotiating & convincing candidates to accept the offer and make them join in short notice.
- Building good relations with the candidates and maintaining the database.
- Good work experience to manage multiple requirements of different Service based clients.
- Having strong experience in Boolean searches, Advanced Searches, LinkedIn Searches, X-ray Searches.
- Posting/Mass mailing the requirement.
- Handled Permanent / Contractual positions.

Database Management:

- Maintaining a database of the candidates and the clients to proceed systematically and providing timely response to the client

SOURCING, SCREENING & SHORTLISTING:

- Have been handling Entry Level, Lateral, Middle & Leadership positions.
- Identifying talent through various sources such as job portals (Naukri.com, Monster.com, Time Jobs), Google X-ray Search, social networking websites (LinkedIn), GitHub, Internal database, employee referrals and networking
- Developed and implemented numerous sourcing strategies including referral
- Generation, position postings, direct sourcing, and networking to develop qualified Pool of candidates.
- Briefing the profile and requirement specifications to the candidates, conducting initial screening to judge the candidates based on skills and competencies (communication) through telephonic interaction & sharing profiles with clients.
- Scheduling the interviews with the technical panels / Clients and co-ordinate with the candidates. Update the Interview feedback to candidates and responding for their queries.
- Collecting documents from shortlisted candidates & verifying them. Salary negotiation & Pre & Post offer follow ups with candidate till the joining.
- Handling complete Recruitment life cycle Across PAN India.
- Have been handling both Contract & FT requirements (50% - 50%)
- Have been playing multiple roles: Technical Recruiter & Team Lead
- Take caring both my individual (IC role) & Team Performances.

ACHIEVEMENTS:

- Overachieved targets in 4 quarters, on - boarded minimum 7 & maximum 13 candidates every quarter including high value & niche skills positions.
- Handled RPO for a Big organization and successfully closed 8 High value positions including Java, .NET, AWS, Azure, Mobility Architect as an Individual Contributor.
- Denoted in R&R as You Are Awesome: you closed Mobility Architect Role when all were struggling in Q2. 2021 - 2022

IT & NON-IT TECHNOLOGIES WORKED ON:

Java Architect, NET Architect, AWS & Azure Architect, Python Architect, UI Architect, Full stack Architect, Cloud Security Architect, GCP Architect, Program / Project Manager, Delivery / Account Manager, Service Now Architect, Etc.

Hired for Domains included - BFSI, LSHC (Life sciences health care), Retail, Telecom) Etc.

Developers - Java, NET, Full stack (Angular, React js, Node), Python, AWS, Tableau, Power BI, SAP, Oracle, Salesforce, ROR, Kafka, Big Data Etc. Dev Ops Engineer, System Administrator, Network Engineer, Business Analyst, MS Dynamics 365 F& O, QA, Manual Testers, Etc.

CLIENTS WORKED FOR:

Persistent Systems, Capgemini, Wipro BPS & Tech, Mobiquity, Hexaware, ICICI, Jana, Info edge, Allianz, Yash Technologies, Tech Mahindra, Johnson's control, Oracle Etc.

WORK EXPERIENCE:

Company: EFOS / EP Infoways (March 2021- June 2021)

Designation: HR Recruiter

Roles & Responsibilities –

1. Maintaining and Developing Database for Future Upcoming Requirements
2. Complete the given task of each day.
3. Handled walk-in interview drive, screening of resume.
4. Timely communicating and coordinating with the candidates & Hiring Managers during various recruitment drives held.
5. Promptly informing the rejected candidates about the reason for the rejections.
6. Worked on Full time hires.
7. Co-coordinating with candidates for on boarding formalities.
8. Updating reports to management on weekly and monthly basis.

EDUCATION:

- B.B.A from SGIT (Guru Gobind Singh Indraprastha University (2018 -2021)
- 12TH from Karl Huber School, Noida (2017-18)
- 10th from RSBV, Delhi (2015-16)

DECLARATION:

I hereby declare that all the above-mentioned information is true to the best of my knowledge.

Date:

Signature

Place: Noida

Ayush