Deepak Kumar

IT Recruiter / Technical Recruiter / HR Recruiter

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PROFILE

Motivated and driven Technical Recruiter with 1 Year of relevant experience finding high-quality job candidates and onboarding them. Seeking a position with recruitment as a IT Recruiter / Technical Recruiter where I can contribute my skills to provide betterment to an organization.

PROFESSIONAL EXPERIENCE

Dec 2021 – Dec 2022

Pentagram Consulting Private Limited

Consultant (Technical Recruiter)

- Recruited full-time employees for specialized positions within all areas of IT, including Business Analysis, Software Development, and Infrastructure / Network Design.
- Sourced and screened over 120 candidates weekly for Fortune 11 clients
- Coached candidates through the interviewing and hiring process.
- Created and maintained positive relationships with candidates and clients.
- Lead a team of 5 recruiters to achieve their targets and also trained them to make a good search and find relevant profile.
- Wrote appealing job ads, job posts and promoted positions through social media strategy and job portals.
- Handled a LinkedIn page to approach more and more jobseekers to offer them an opportunity which suits their skillset.

Mar 2021 – Nov 2021

iEnergizer

Junior Engineer (Technical Support)

- Handled calls of customers for the queries.
- Provided Troubleshoot to the customers over the call. Resolved issues through Audio & Video support.
- Created so many assignments to provide better customer support.

Oct 2020 – Mar 2021

NSB BPO Solutions Pvt. Ltd.

Data Entry Operator (Airtel ILP / LEO)

- Created Orders for the valuable customers.
- Managed databases and made so many entries of data. Trained more than 10 persons for new technologies and skills.

SKILLS

End-to-End Recruitment ● ● ● ● ●
Screening, Sourcing, Negotiation, Interview Scheduling, Follow Up, On-Boarding

MS Office ● ● ● ● ●
MS Excel, MS Word, MS PowerPoint, MS Outlook

Online Platforms ● ● ● ● ○
Zoom Meetings, Google Meet, Microsoft Teams Meetings

Windows ● ● ● ● ●
Windows XP, Windows 7, Windows 8, Windows 8.1, Windows 10 (All Versions), Windows 11, Linux

CERTIFICATES

Error 403 (Ethical Hacking)
Level 1

LANGUAGES

English | Hindi

INTERESTS

Singing | Sketching | Painting | Watching Movies | Playing Carrom