

MEGHA SHARMA
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+91-8650659948 , 9870897519
Noida , UP.

Career Objective

- Seeking employment in an organization where I can make a big change with my corporate skills and work enthusiastically in team to meet requirements with the client need.

Executive Summary

- Having an extensive years of Experience in Executive search / UK recruitment.
- Experience with big consulting firms all over the Europe, United Kingdom.
- Experience with MS Excel, Power pointer, MS word and CV Formatting.

Professional Experience:

- July 2019 – Till now | Technical Recruiter Leader / Senior Recruiter – United Kingdom
Recruitment
Jconnect Infotech Pvt Ltd (Noida, UP)
- August 2018- June 2019 | HR Executive – IT Recruiter
Jamy Interactive Pvt Ltd (Delhi)

Education Qualification:

	INSTITUTION/COLLEGE	UNIVERSITY/BOARD	PERCENTAGE %	YEAR OF PASSING
Bachelor of Technology (Electrical)	SHRI SIDDHIVINAYAK GROUP OF INSTITUTIONS, BAREILLY	APJ ABDUL KALAM TECHNICAL UNIVERSITY	70	2018

XII(PCM)	RAM BHAROSE LAL GIRLS INTERCOLLEGE, BAREILLY	UP BOARD	67	2014
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Technical Skills:

Microsoft Word
Microsoft Excel
Microsoft Outlook
Microsoft PowerPoint

Professional Experience:

Jconnect InfoTech Pvt Ltd.

July 2019 - Present

Role : Lead Technical Recruiter / Senior IT Technical Recruiter
Date : July 2019 – Till Date
Client : IT Software, Consulting firms, UK Government clients

Role & Responsibilities:

- Responsible for Full Life Cycle recruiting process-recruiting and sourcing for IT technology professionals by way of advanced internet Sourcing and networking events.
- Leading a team of junior recruiters and helping them understand the overall process of recruitment.
- Handling and placing candidates for in house recruitment and as well as for client site.
- Hands on experience for consulting , IT firms and software clients .
- Scheduling direct interviews of candidates with several software mode (Audio- video) and pre-close candidates by way of selling organization's work environment.
- Search Techniques includes: Use-to exclude, single word with multiple word phrases. Use this and other sources like references and employee referrals for building up a Virtual Inventory of qualified consultants.

- Communication with candidates regarding their qualifications and rate/salary negotiation, relocation, etc.
- Involved in full life cycle of recruiting including searching, qualifying, scheduling interviews, rate negotiation and closing.
- Handling IT Recruitment/C2C/C2H , Contractual , Permanent FTC and FTE all types of employments
- Handling Clearance certified roles and placing to the client site.
- Working with several roles with various technologies e.g. Java , devops , python , management roles , AWS , gcp , azure , react , Automation, testing , Infrastructure windows support and so on.

Jamy Interactive Pvt Ltd.

Aug 2018 - Present

Role : HR Executive – Information Technology Recruitment
Date : August 2018 – June 2019
Client : Big 5 consulting firms

Role & Responsibilities:

- Responsible for Technical Recruitment for United Kingdom, Europe and South East Asia.
- Sourcing the candidates that match the desired skills.
- Responsible for end to end recruitment lifecycle.
- Expertise in the areas of Staffing, Recruiting, Sourcing and Head hunting.
- Experience in IT recruitment.
- Handled in house / Internal recruitment
- Arranging technical interview and coordinating with the concerned person.
- Possess excellent communication and interpersonal skills.
- Have industry experience for Software firm, Oil and gas firm, Accounting & Finance firm and Staffing & recruitment firm.

Achievements:

- Have been awarded for Excellence of Recruitment consultant in December 2022.

- Have been awarded for Highest Attendance in 2019.

Technical Qualifications:

- Successfully completed the project on 'Adaptive Thresholding Based Local Binarization' at Indian Institute of Technology, Kanpur.
- Done Industrial Training at Faridabad Gas Power Station in June 2017.
- Fire Alarm using Smoke detector.
- Automatic Phase changer using 3-phase supply.

Interpersonal Skills:

- Empathetic Learning
- Influence
- Negotiation
- Learning German Language

Extra Curricular:

- Participated in 'Chakra Vyuha', technical fest of my college in 2015.
- Was a Co-ordinator in Gizmofreak, technical club of our college.
- Was an Organizer in Technical Fest Blitz 2016.

Personal Details:

- Father Name: Late Rajeev Kumar Sharma
- Mother Name: Neelam Rani
- Date of Birth: **12-08-1997**
- Correspondence Address: B-14/143, Himgiri apartments, Sector-34, Noida (U.P). 201301
- Permanent Address: 452-A, Sugar Factory Street, Subhash Nagar, Bareilly (U.P). 243001

I hereby declare that the above mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.

PLACE: Noida

MEGHA SHARMA