**Arshad Ali**

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**8074153319**

**Summary**

* Dynamic and result-oriented individual around 3 years of strong experience in Sales & Marketing.
* Identify new business opportunities through market research, trend analysis, monitoring of competitor’s activities etc.
* Possess strong technical/business acumen and understanding of technical requirements; deep sourcing skills and experience sourcing passive candidates; excellent candidate assessment skills.
* Interact with decision-makers to generate client-base and increase profit margins.
* Marketing candidates through by understanding their needs and using out of the box methodology
* Full life cycle IT solutions staffing (Bench sales) experience with the flexibility and ability to multi-task in number and variety of projects. Creative, proactive and self-directed professional with the ability to interact with all levels of management.
* Understand new ideas and technical concepts quickly, converting them into meaningful results,
* Strong technical staffing expertise with a through management and business background provides for building solid business partner relationships.
* Sound knowledge of different tax structures of US (W2, 1099, Corp-To-Corp).
* Posting resumes on Job Portals and passive head hunting websites.
* Excellent Knowledge and good experience with Boolean search.
* A resourceful, solution-focused professional with excellent interpersonal and rapport-building skills.
* Self-motivated professional who achieves results and has superior ability to coordinate and perform several projects simultaneously.

**Experience:**

**Wise Equations Solutions Inc June 2018 to Till Date**

**Senior Bench Sales Recruiter**

**Responsibilities:**

* Involved in Full life Cycle of Sales Recruitment
* Proved experience in placing consultants of Visa’s like CPT, OPT, H1B, H4 EAD, GC EAD, H1B Transfer and Permanent Residents.
* Sourcing, identifying, the Requirements from Top vendors to place Consultants in quick turnaround time in contract and contract-to-hire roles
* Can handle a minimum of 3 candidates and maximum as per the working hours in the company I work for.
* Responsible for full cycle of end-to-end recruitment.
* Establish and maintain a good relationship with the employees, vendors and the clients
* Marketing our bench own consultants to the suitable requirements
* Collect sort and distribute mails
* Support our team during walk-in’s at the client end.
* Maintain the Database of the profiles screened and submitted.
* Marketing our bench own consultants to the suitable requirements
* Received appreciation for voluntarily assisting auditing activities s
* submitting, scheduling interview, follow up with Vendors, negotiation of offers
* Excellent record of accomplishment in all positions held.
* Posting their resumes into Dice, Monster, Hot jobs, Net-temps etc
* Having the resumes of my candidates updated as and when required based on the requirement.
* An articulate, positive representative for a company and its Business mission
* Submitting the Profiles to the Concern Lead or Client Manager
* Making Follow ups with different vendors for previously submitted positions.

**Urooj Staffing Solutions May 2017 to May 2018**

**Bench Sales Recruiter**

**Responsibilities**

* Vendor Management and New client development.
* Marketing resumes of bench Consultants (H1B, H1B Transfer, OPT EAD, GC, USC, and other EAD Status) for various positions available in the market.
* Searching requirement for candidates using job boards and social media/ professional networking sites
* Explaining consultant about the requirement and creating their profile matching to requirement.
* Broadcasting the Profile of the consultant and the Hotlist of the company on a periodical basis.
* Responsibilities include calling on candidates and prime vendors, presenting consultants, negotiating & finalizing contracts.
* Keep track of candidate arrival to bench (at least 2 weeks before) and getting their updated resume ready to market.
* Posting candidates resumes on major job boards and updating them regularly.
* Searching on job sites (dice, monster) to find suitable positions for existing consultants and communicate vendors through phone & mails.
* Initiating new vendor contacts and maintaining existing contacts.
* Updating reports and managing track of all activities

**Educational Details:**

* Master’s in Business Administration from David Memorial Institution Of Management

**Strengths:**

* Positive attitude and Enthusiastic learner.
* Quick & Continuous learner.