Dynamic, results-focused full life cycle recruiting professional with commitment to client service and creative recruitment. Proven around 8 years successful track record of locating, identifying, and closing top candidate talent, with a special emphasis on hard-to-fill positions. Build and maintain candidate relationships to ensure a consistent talent pipeline. Proven ability to self-manage multiple positions by sourcing, screening, qualifying, coordinating interviews, negotiating, and closing the candidates. Utilize a collaborative consultative approach and demonstrate a commitment to exceeding client expectations.

**Skills:**

* Talent Acquisition
* Time Management
* Boolean Search
* Business Development
* Applicant Tracking Systems (ATS)
* Client/Hiring Manager Relationships
* Web-Based Sourcing/Recruiting
* Database Creation & Maintenance
* Building Strong Referral Networks
* Offer negotiation & Closing
* VMS
* Account Management
* Diversity Hiring
* MS Office
* HRIS
* Behavioural & Structured interviewing
* Proficient Communicator
* Motivated, Problem Solving, Relationship Development & Performance Management

**Professional Experience:**

**Senior Executive – US IT Technical Recruitment**

**Oct 2021 - Till Date**

**Company: Wilco Source, Hyderabad (Remote), India**

**Roles & Responsibilities:**

* Owned the full cycle of technical talent recruitment process delivering high quality and high speed results.
* Mostly worked in full-time requirements environment along with contract positions.
* Partnered with hiring managers to consult on hiring requirements, creating job descriptions to ensure right fit of candidates.
* Solid experience on ATS and MSP/ VMS model of working.
* Managed and streamlined the entire selection process – sourcing, screening, interview scheduling, feedback consolidation, compensation negotiation, hiring documentation, on boarding.
* Coordinate phone/video interviews and then hires.
* Good experience in Boolean searches to source niche-skill resources.
* Regular follow up with the respective department/hiring managers and candidates to ensure timeliness of recruitment process.

**Senior US IT Technical Recruiter**

**Oct 2017- Oct 2021**

**Company: Pronix Inc, Vijayawada, India**

**Roles & Responsibilities:**

* Involved in complete end-end US IT Technical Recruitment process along with the Business Development.
* Good experience in W2 hiring along with contract staffing.
* Solid experience in working on direct end client and implementations partner requirements.
* Good experience in 3rd party recruitment as well.
* Strong management of the concerned clients and Tier-1 vendors in gathering the number of requirements and closing the deals.
* Well versed with all kind of tax terms and specialized in dealing with all kind of visa candidates along with US Citizens and GC’s.
* Good experience in managing the team of few recruiting people.
* Strong experience in full time recruitment as well as on various contracts.
* Well experienced in resource hiring with complete coordination at all stages (sourcing, screening, short listing, Interviewing and onboarding).
* Strong management of the concerned clients and Tier-1 vendors in gathering the number of requirements and closing the deals.
* Involved in OPT hiring and H1B transferring process.
* Well versed with all kind of job portals like Dice, Monster, TechFetch etc.
* Brought number of prime vendors and decent client partnerships to the company.
* Adaptable to new challenges and to the environments in work.

**Senior US IT Technical Recruiter**

**Nov 15 – Dec16**

**US IT Technical Recruiter**

**Jun 15 – Oct 15**

**Vintech Solutions Inc, Vijayawada, India**

**Roles & Responsibilities:**

* Involved completely in end-end recruitment process from the client end to the candidate.
* Managing Clients and large Accounts of Tier-1 vendors for the requirements gathering and submissions.
* Involved in W2 hiring and dealt mostly with state client requirements.
* Strong experience in full time recruitment as well as on various contracts.
* Follow up with the client and candidates subsequent to candidate joining the project to ensure the satisfaction of both ends candidate & the client.
* Trained Jr. recruiters
* Good experience in 3rd party recruitment.
* Working knowledge on ATS tool CEIPAL.
* Strategizing and implementing new methods for the improving business process.
* Identifying and targeting potential Prime vendors and Clients on a daily basis to increase the flow of requirements.
* Involved in multiple OPT, H1B, GC, Citizen etc hiring on our payroll.
* Well versed with all kind of job portals like Dice, Monster etc.
* Maintaining huge database of Suppliers by adding new companies to the List.
* Coordinating with legal team and consultants in getting client letters, invoices and extra needed paperwork for the onsite/remote working candidates.
* Adaptable to new challenges, and to environments in the work.

**US IT Technical Recruiter**

**Feb 2014- May 2015**

**SRK systems, Vijayawada, India.**

**Roles & Responsibilities:**

* Involved completely into 3rd party recruitment.
* Had good experience in working with the state clients.
* Had good negotiation skills in closing the deals.
* Involving in team coordination’s in closing the deals more efficiently.
* Involved in complete technical recruitment process.

**Education:**

Bachelor of Technology in Electronics and Communication Engineering, JNTUK. 2013.