**K Nikhil Kumar**

Mobile: +91- 9700020659

Hyderabad, Telangana, India

Email – nikhilaxiuss@gmail.com

**PROFESSIONAL SUMMARY:**

* A Technical Recruiter with 3+ years of experience in the IT industry
* Experienced in IT Recruitments US, UK / EU staffing sourcing through network, web sourcing, Referrals, etc. which includes gathering and validating requirements, sourcing, screening, interview scheduling, salary negotiation, and closing of qualified candidates.
* In-depth knowledge of Fulltime/ C2C / C2H. I have excellent experience in Job portals such as Job Diva, Monster, Dice, Career Builder, CW Jobs, iContract, Xray search.
* Understand the Project requirements and specifications for various business processes and source according to company expectations.
* Results-oriented, highly motivated to succeed, energetic and assertive, A sound professional attitude with pride in personal performance which allows me to become a top performer.
* Combining my in-depth work experience, education and strong leadership skills will enable me to make an immediate and lasting contribution to your organization in the area of Recruitment.
* Good knowledge of referrals, social networking to source passive candidates.
* Strong understanding of different Work Authorizations in US, UK / EU like Citizens, Tier 2 General, Tier 2 dependents, Tier 4 dependents, Job Seeker Visa, GC, EAD, H1B, TN, and OPT.
* Excellent knowledge of different tax terms of US – W2, 1099.
* Excellent working Knowledge on MS Outlook, MS Excel; MS Word.
* Familiar with the USA, UK/EU time zones and states.
* Quick learner and hard worker - Ability to work effectively in high-pressure environments.
* Strong interpersonal skills, strong attitude towards teamwork and common goals achievement.
* Excellent communication; Ability to multi-task and prioritize assignments.

**TECHNICAL SKILLS:**

Recruitment tools: LinkedIn Recruiter tool

Job Boards: CW Jobs, Monster, Dice, Indeed, Indeed seen.

ATS/RMS: Job Diva, Ceipal, Avature, Taleo

Database: Excel

OS: Ubuntu, Windows

Chrome extensions: Lusha, Hiretual pro, Prophet, Boolean Assistant, Xray, Recuit’em, Propell IQ and People Finder

**Educational Qualification:**

B. Tech from KG Reddy College Of Engineering And Technology

Intermediate from Sri Chaitanya Junior College

ICSE from Sujatha Public School

**PROFESSIONAL EXPERIENCE:**

**Deloitte Jul 2019 – June 2020 (Kelly Services Payroll)**

**Talent Acquisition Associate.**

* Use in-house tools and search engines to recruit the right candidate. Experienced using Taleo and Avature talent management applications. Hold abilities to do X-Ray sourcing within TAT using LinkedIn, Google searches, and repository sites.
* Working on sourcing strategies events, pipeline the candidates to the event, with a focus on the Niche roles.
* Manage the stakeholders for the timely delivery of the business needs and hiring process.
* Working on Functional and Technical roles as per client requirement.
* Dis-position applicants as per business needs. Manage the entire external candidate process – sourcing and preliminary screening.
* Develop and execute comprehensive search strategies to recruit niche candidates within limited candidate pools, (i.e. competitive research, industry profile development, networking, direct sourcing, advanced sourcing, repository sites, etc.).
* Have exposure on Monster, TechFetch, Indeed, LinkedIn Recruiter portals.
* I have worked on "Rehire" and "Referral" reports using OBI tool for different service areas.
* Hands-on experience using Taleo (RMS), Avature, and other indigenously designed applicant tracking systems.

**[ADVANTAGE ONE TECHNOLOGIES & CONSULTING PVT LTD] Hiringideas Jul 2018 – Jul 2019**

**Talent Acquisition Specialist – UK / EU**

* Identifying and approaching suitable candidates
* Reviewing applications, managing interviews, and short-listing candidates
* Briefing the candidate about the responsibilities, salary, and benefits of the job
* Salary Negotiation
* Requesting references and checking the suitability of applicants before submitting their details to the employer
* Research, identify and qualify candidates for open job positions.
* Working with Account managers to define priority job requirements, and develop new sourcing strategies.
* Source candidates through database mining, Internet searches, and internal referrals.
* Analyse new recruiting technologies, sourcing tools and interviewing processes to improve success rates.
* Handling multiple requirements from different clients and fulfilling the requirements in TAT.
* Maintain daily, weekly and monthly reports and Candidate database.
* Detailed analysis of the requirements coming from the client end and identify the candidate with the required Skills suitable for the position.
* Source and screen the qualified candidates through a detailed recruitment process.
* Strong ability to identify candidates who are fit in the technical skills required for a position and fills the role.
* Constantly updating the status of the candidate with Account Managers to make the hiring process soon.
* Frequent update to the Account Manager with the daily & weekly report
* Strong exposure on the ATS (Job Diva, Ceipal, 99 ATS)
* Working on chrome extensions like Lusha, Hiretual, Boolean Assistant, People Finder, CV timeline
* Training and mentoring of new/junior Recruiter on, job portals, Boolean strings, and IT technologies.

**[ADVANTAGE ONE TECHNOLOGIES & CONSULTING PVT LTD] Axius Technologies, Inc.** **Sep 2016 – Present**

**US IT Recruiter**

**About the Company:**

Axius Technologies Inc was started in the year 2007 at Sterling, Virginia. Expertise in diversified fields of Staffing, Recruitment, HR services and consulting domain is the key strength of our organization. This is a full time or Contract staffing firm, targeted towards the top 10 Indian IT consulting firms.

**Responsibilities:**

* Filtered through and reviewed the completed candidate profile/resume and evaluated applicant’s work history, education and training, job skills, desired salary/hourly rate, and personal qualifications against open requirements.
* Practiced numerous sourcing strategies including referral generation, ad placement, position postings, direct sourcing/cold calling, and networking to develop a qualified pool of candidates.
* Negotiated salaries and hourly rates to successful candidates and follow up with the necessary paperwork after the hire.
* Prioritized clients’ requirements in a high volume, time-sensitive environment to meet deadlines.
* Used an internal database, Internet sites and referrals to source active and passive candidates for contract, contract-to-perm, and permanent positions.
* Conducted in-depth screening calls with candidates both in-house and by telephone to determine skills, knowledge, interest, market value, and availability.
* Established and maintained solid working relationships with Vendors.
* Determined the needs of the hiring managers.
* Developed databases for client and candidate's contact information.
* Maintained an efficient database, with the help of which I could successfully deliver the right IT people at the right time.
* I have negotiated with the consultants on different contract terms like Corp to Corp, 1099 and Contract-W2.
* Keeping in constant touch with the consultants and giving timely feedback to them, helped me a lot in the timely delivery of the consultants for the clients' needs.
* I have taken all the steps required to keep the consultants in the good hold, by getting them signed the relevant contract statements.
* The relationship with the consultant is extended further after he gets placed.

**PERSONAL PROFILE:**

Name: K Nikhil Kumar

Fathers Name: K Ravi Kumar

Hobbies: Soccer (Foosball), Playing Cricket, Volleyball

Date of birth: 06/11/1994

Languages Known: English, Hindi, and Kannada & Telugu

Address: 6–107/3 Peddamangalaram (V), Moinabad (M), Ranga Reddy (D). Pin: - 501504

As the enclosed resume simply summarizes my capabilities and career history, there is considerably more to relate. I would appreciate the opportunity to meet with you personally to specifically discuss what I could do for your organization.

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