**AMIT SINGH**

**Contact No:** 9045370757

**E-Mail Id:** asamitsingh625@gmail.com

I am success driven human who believes in accomplishing all the company's given target,  growing business via various management skills and logical tactics.

• Being Spontaneous is what makes you unique personality in daily life.

• Thinking out of the Box for various Sales & Marketing strategy.

• Customer Satisfactory Service, Punctual, Focused, Disciplined, Result Oriented & Determined.

• I am willing to grow up my carrier as a IT Recruiter & achieve all the company Goals.

**Work Experience:**

**Technical Recruiter /HR Executive**

**Software people.inc.**

Roorkee, Uttrakhand

IN April 2019 to May 2020

These are some of my daily routine work accomplishments:

• High Quality Email Etiquette's

• Smart & Fast Internet Sourcing

• Online Screening of Resumes according to the clients Requirement

• Shortlisting Candidates -Resume Formatting

• Proposing Job with a Great Sales-speech

• Negotiating according to the Candidates Experience & Skills, also for the company's  maximum profits

• Interview Scheduling -Engaging Clients -Job Postings on various online Job Portals for maximum candidate bandwidth

* Experience in Foodpanda as a Operation Executive. 7+ month.
* Experience in Maruti Suzuki as a Sale Executive 2015-16.

**ACADEMIC QUALIFICATION:**

* MBA From COER(College of Engineering Roorkee) -2016-2018.
* BBA From Phonics group of institution Roorkee 2015.
* XII from NIOS(National Institute of Open Schooling) 2012
* X From CBSE Board (2009)

**TECHNICAL QUALIFICATION**

* Hardware and networking Diploma in Jetking 2012.

**VALUE & STRENGHT:**

* **Personal –** Sincere, Honest, Committed, Well adjusted to cross culture people.
* **Professional –** I can do work effectively if the work challenging.

**PERSONAL DETAILS:**

Name : Mr. Amit singh

Father Name : Mr. Bhagat Singh Gender : Male

Marital Status : Married

Religion : Hindu

Nationality : Indian

Language Known : Hindi & English

**DECLARATION**

I hereby declare that all above information is true and correct to the best of my knowledge and belief.

**Date:**

**Place:- Amit Singh**