**Sneha Bazar**

Talent Acquisition Specialist

Email: [bsneha.1992@gmail.com,](mailto:satadeep.biswas@gmail.com) Ph: +919000903311

<https://www.linkedin.com/in/sneha-bazar/>

HR professional with progressive accomplishments in the area of Talent Recruitment and Acquisition - (technical and non-technical). Experience working in fast-paced environment, leading recruitment activities end to end, managing key stakeholders, delivering as per expectations.

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|  | **ACADEMICS** | | | |
|  | **Degree**  PGDM (HR & Marketing) | **Institute/University/Board**  IMT - Hyderabad | **Year**  2014 -2016 | **%/CGPA**  7.4 |
| B.tech -CSE | Sri Devi Engineering College/JNTU | 2013 | 68% |
| Class XII | Sri Chaitanya Junior College/A.P | 2009 | 80% |
| Class X | Bharatiya Vidya Bhavan’s Public School/CBSE | 2007 | 76% |
|  | **PROFESSIONAL** **EXPERIENCE** | | | |
| **Talent Scout - GAP IT Services, GAP Inc. Oct’18 to Present**   * Recruiting for a business vertical (Network engineering, Infrastructure management, Shared services, Cloud and Automation) at Hyderabad Development Center HDC. * **Stakeholder Management** - Partnering with hiring managers for Recruitment - involves Requirement gathering, planning, conducting interviews, reviewing the req’s with business leaders along with HRBP’s. Collaborate with vendor teams for hiring –aligning with expectations, defining TAT’s etc. * **Vendor Management** –Working with multiple vendors, driving recruitment activities end to end that include -requirement sharing, aligning expectations, coordination, building pipeline, interview coordination, weekly reviews, planning and executing recruitment drives, compensation approvals, processing offer letters. * Recruitment of FTE and Contractor roles. Represent hiring progress in weekly Business Reviews. * POC for Employee Referrals. **Referral process management** - includes referral tracker, referral communication and referral payouts. * Maintaining & reporting data weekly.   **Talent Acquisition Specialist - NowFloats Technologies**  **Talent Acquisition**: **Sept’16** **to** **Sept’18**   * Implemented **end to end recruitment** process – Sourcing, screening, interviews, selection, Salary negotiations, release offers at Headquarters”. * Hiring for Non tech and few Tech requirements. Majorly for Sales/Business Development roles that range from entry level to leadership level along with other hiring for other functional/support teams. * Recruiting Tools & Systems Used – LinkedIn, AngelList, IIMjobs, Naukri, Hirist, Recruiterbox, Taleo. * An overview of the positions handled: Sales Managers, Sales Consultants, Inside Sales Managers, Marketing Managers, Branch Managers, Key Account Managers, Recruiters, Client Servicing Associates.   **HR Operations**:   * Conducted Employee Engagement Activities that includes – fun activities, surveys to get insights & employee feedback through **Hyphen – Employee Engagement Platform**. * Implemented Appraisal Process for the Financial year for Sales employees. * Managed PIP cases and Reported Attrition Analysis across all branches. | | | |
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| **SUMMER INTERNSHIP – Sales Training | TATA CROMA Mar’ 15 – Jun’15**   * Designed a training module that focused on Scenario-based learning (SBL). * Created and designed content for trainings – product and behavioural. * Improved the effectiveness of training process through monitoring, evaluations and feedback. | | | | |
| |  | | --- | | **Certifications** | | CERTIFIED RECRUITMENT ANALYST | CAMI | MIDDLE EARTH CONSULTANTS **Sept’16**  CERITIFIED TECH RECRUITER| hirist.com **May’20** | | **Personal Details** | | | DOB: 19th August, 1992  Languages Known: English, Hindi, Telugu  Location : Hyderabad | | | | | | |