**KARISHMA PERABATHULA**

**+918977634440| karishmarichy97@gmail.com**

MBA HR Post Graduate having 8 months of experience working as Talent Acquisition & Operations Consultant. Seeking a position in HR to make the best use of my acquired skills for contributing to the specified position as well as to improve my professional career, where my knowledge and experience can be shared and enriched.

# Skills

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| --- | --- | --- |
| * Talent Acquisition
* Screening
* Sourcing Profiles
* Shortlisting
 | * Recruitment
* HR
* IT Recruitment
* Scheduling Interviews
 | * Head Hunting
* Job Posting
* Non IT Recruitment
* Business Development
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**Experience**

JAN ’20 – PRESENT

# TA & Operations Consultant / Silverpeople Asia’s Leading People Resource Company

* Communicate with clients to get a clear view on their hiring needs and organizational goals.
* Research into Clients Company.
* Communicate with clients to determine their hiring needs.
* Develop and implement strategies based on client’s needs.
* Define job description and document specifications.
* Identify prospective candidates using a variety of job portals.
* Create a candidate persona for each open position.
* Conduct confidential interviews.
* Follow-up references and check credits.
* Present shortlisted candidates.
* Present detailed candidate profile summaries.
* Build long-term client relationships.

# Education

|  |  |
| --- | --- |
| **2018 - 2020**MBA / VJIM B-School, Hyderabad**Specialization – HR & Operations****CGPA – 6.01/8** | **2014 - 2018**B.Tech / BVRIT Hyderabad College of Engineering for Women, Hyderabad**Specialization - Computer Science****Percentage – 70%** |

**Projects/Internship**

* Completed a project on **“A STUDY ON ASSESSING THE EFFECTIVENESS OF TRAINING & DEVELOPMENT ON EMPLOYEES AT Dr. REDDY’S CTO I”**

**Certification Courses**

* Certification from **STEP i.e. Business English Certificate** in **VJIM HYDERABAD**
* Specialized Certification Course in **Psychological Counseling Online Course**
* Successfully completed **People Analytics** authorized by **University of Pennsylvania**
* **Business English Certification (BEC) Course** .i.e. Certified by Cambridge university

**Extra-Curricular Activities**

* Silver Medallist & Certified in YOGA
* Participated in THROW BALL Competition in STATE LEVEL TALENT EXPO
* Awarded the Certificate of Prarambhik (Part1 & 2) by PRACHEEN KELA KENDRA in CARNATIC MUSIC
* Silver Medallist in SHOTPUT

**Achievements**

* Awarded by **SAHI FOUNDATION** in **APOLLO** developing an app for **HEARING IMPAIRED CHILDREN.**

**Declaration**

## I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief.

 **P Karishma**