



# S.Jithendiran

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## **OBJECTIVE:**

To land a key position in the team of a reputed company with strong backing and great potential.

## **Job Profile:**

10.6 Years of Talent Acquisition experiences in Manufacturing, EPC, Oil & Gas industry. Diversified knowledge in Manufacturing, Onshore, Offshore and construction job descriptions.

## **Educational Qualification:**

- **MSW - HR, 65%, Loyola college** , Nungambakkam , Chennai ,2010
- **BA Economics , 69%, Loyola college** , Nungambakkam , Chennai ,2008

## **Apollo Tyres Ltd , Green FieldProject , Andhra Pradesh Plant**

**Role: Associate Manager - Talent Acquisition**

**Duration: September 2018 to July 2020**

## **Company Overview:**

Apollo Tyres Ltd is the world's 11th biggest tyre manufacturer, with annual consolidated revenues of ₹146.74 billion (US\$2.28 billion) in March 2018. It was incorporated in 1972. Its first plant was commissioned in Perambra, Thrissur, Kerala - India.

- Formulated compensation structure & job descriptions for all levels positions
- Built recruitment team and on boarded more than 300 Management Staff & 500 shop floor NEEM employees so far.
- Lead closure of 240 management staff positions in SIX months of time, at Apollo Tyres Ltd
- Hired different levels of positions through across geographies, salaries varying from INR 0.1 million to INR 4 million
- Competition Benchmarking, Industry Mapping and Head Hunting for leadership positions.
- Contributed in developing Step in program for hiring of GETs and ensure meeting hiring demand of fresher's through campus and off-campus recruitment drives
- Maintain constant relationships with project staffing teams to properly understand their needs. This to maintain highest level of efficiency within the recruitment sections and be able to forecast
- In charge of the preliminary coordination activities involving, recruitment project budgets.
- Responsible for the recruitment process and for sourcing of overall profiles required for the AP Projects
- Demonstrate ability to solve difficult problems with effective solutions with minimum guidance.
- Ensuring the overall talent acquisition strategy aligns with the People Strategy
- Preparation of Recruitment policies
- Incorporating bonded teamwork and managing healthy environment.

## **Achievements:**

- Reduced TAT of recruitment significantly, at Apollo Tyres Ltd.
- Lead closure of 300 management staff positions in SIX months of time, at Apollo Tyres Ltd.
- Closed very senior and executive level positions apart from mid and junior roles: Head -TBR, Head -PCR, Head - CBU, Head - IE, Head – Mechanical & Head - Electrical.

**Consolidated Contractors International Company ,Chennai****Role: Recruitment Manager -HR****Duration: August 2015 to September 2018****Company Overview:**

Consolidated Contractors Company (CCC) is the largest construction company in the Middle East and ranks among the top 25 international contractors with a revenue of 5.3 billion USD in 2013. CCC has offices and projects in over 40 countries, and a workforce of more than 130,000 employees.

- Human Capital Planning and Development with and Chennai CCC, Qatar, Saudi Arabia, Oman, Iraq, Kazakhstan & UAE
- Handling the complete cycle of recruitment, which includes job identification, sourcing, selection, interviews, offer negotiations, on boarding / mobilization process.
- Supporting the project management teams with identifying right candidate to the job requirements for both local & expat roles for projects such as Qatar, Saudi Arabia ,Oman, Iraq, Kazakhstan & UAE. Technical Recruitment: Sourcing / acquiring the best talent for all levels / niche positions from diverse sources- Head Hunting
- Responsible for Master CV Database (I Recruit) and sending weekly reports to Director HR Greece Performing the complete recruitment life cycle for Chennai (10 Departments-Piping, Electrical, Instrumentation, Process, Structural, Mechanical, Project Management and Project Control) with the assist of one Junior Recruiter.
- Negotiate employment offer terms and Ensure CCC Internal CTC band with selected candidates to extend the offer.
- Developed strong relationships with hiring managers to obtain and understanding of positions and department needs.
- Created strong Master CVs database from other competitor EPC Oil & Gas companies. Efficiently coordinating with subcontract agency for fixing hourly rates to contract employees. Submitted relevant high volume of CVs for bidding to proposal departments.
- Strongly using Internal/External references, Linked in, head hunting and job portal for effecting sourcing. Constantly following recruitment metrics like Sourcing Effectiveness, Cost per Hire. Time to Fill., Retention Rates, Offer Acceptance Ratio, Open Positions Vs. Positions Filled Ratio.
- Responsible for hiring global talent for India's next-generation digital services (Cloud, LBS, Identity & Access Management, Payment solutions, Digital Advertisement and Media services).
- Independently organized and successfully handled several "Walk-Ins" Responsible for preparing annual budget to the Indian Office.
- Responsible for all Portals functions.

**Achievements:**

- Have saved 20 lakhs in solving RBI issue on CCC Company .
- Independently and successfully set up new Indian Office for CCC.
- Closed very senior and executive level positions apart from mid and junior roles: Vice President, President (Construction & manufacturing), Project Director, Technical Director (Oil & Gas PMC), Engineering Director (Oil & Gas PMC), Sr. Project Manager, EHS Manager.

**Danieli India Ltd, Green Field Project, Andhra Pradesh Plant****Role: Sr. Officer - HR****Duration: March 2012 to July 2015****Company Overview:**

Danieli's origins date to 1914 when two brothers Mario and Timo Danieli founded the Angelini Steelworks in Brescia, Italy, one of the first companies to use the electric arc furnace for steel making, In 1955, led by Luigi Danieli, the company started designing and manufacturing equipment for the steel industry.

- Human Capital Planning and Development with and Danieli India Ltd , AP
- Provide recruitment counsel and guidance to hiring line managers and HR professionals with hiring and employment data. May develop specialized or competitive intelligence and research in regards to talent development or retention.
- Directly involved with the Hiring Manager in order to understand the requirement clearly with terms of various desired criteria's (JD Etc)and to ensure the quality deliverables.
- Study of technical requirements, Understanding the technical details by research on the net, Plan a strategy to complete the process
- Responsible for Master CV Database and sending weekly reports to Plant Head and Head HR

- Conducted Open House Recruitment , Event Recruitment, Professional associations recruitment, virtual Job Fairs, Geographical Spread of POOL SKILLS etc.
- Generated a cost saving of 40+ lacs for my organization by headhunting lateral recruits Handled the end-to-end cycle of OUT STATION RECRUITMENT DRIVES
- Identifying and Empanelling new vendors after various reference checks improve recruitment quality & orientation.

#### **Achievements:**

- Have saved 40 Lakhs in HR budget by in sourcing recruitment at Danieli India Ltd.
- Recruitment of 600 white & Blue collars as per Budget for all three business units of Danieli India Ltd.

#### **Elshaddai Engineering Pvt Ltd, Chennai**

##### **Role: Executive Talent Acquisition**

**Duration: July 2010 to March 2012**

#### **Company Overview:**

El Shaddai was founded in year 2009 to quench the burgeoning global demand of qualified manpower in the diverse sectors of the Oil & Gas industries.

- Good Experience in handling full-cycle recruiting to OIL&GAS - EPC/Heavy Engineering and Other MFG Companies with 1.8 yrs of Experience. Interacting with the clients, holding discussions, and understanding the client's requirements and work towards it.
- Providing training and induction for new team members ensuring their understanding towards Manufacturing Requirements, Recruitment and its thereby process
- Periodical review, motivating them to achieve the company's goal, assigning new tasks and thereby reporting their overall performance to CEO
- Managed majority of the recruitment life cycle including but not limited to finding job leads, partnering with hiring managers to solve talent acquisition needs, negotiating the bill rates with them, preparing/formalizing job descriptions, job posting, sourcing, marketing the opportunity, screening, coordinating interviews, providing feedback to the candidates, and checking references.
- Headed business development activities by Developed relationships and built trust with C level executives, Presidents, VPs, and Managers representing Marketing, Operations, and Non IT departments through cold calling and email marketing.
- Maximized the interaction with the potential clients, gathering their requirements regarding their business needs with the objective of lead generation.
- Handled RPO Proposals and actively involved in getting business from the clients like Gamesa ,Winwind , Prolec GE & Saipem India Project Ltd.

#### **Personal Information**

Language Proficiency	:	Tamil, English & Hindi.
Marital Status	:	Married.
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