**Ranveer Singh Thakur**

Sr. IT Recruiter – ***Latitude 36***

Hyderabad,

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**About**

Persistent Talent Acquisition Specialist who is dedicated to finding talent that matches the needs of each client. Adept at spotting talent in any situation, networking with industry professionals and determining whether a prospect has a chance at long-term success. Specializes in hiring of Computer Science and Information Technology professionals.  
1) Has created an extensive network of talent that includes established and fresh talents.  
2) Willing to travel extensively.  
3) Able to match up talent with a given situation.  
4) Strong communication and presentation skills.  
5) Excellent negotiation skills with any industry professional.  
6) Possesses a very high level of confidence.

**Professional Summary**

* 6 years of hands on experience in Recruitment Cycle. Highly effective in utilizing best practices in recruiting, sourcing candidates through conventional means.
* Responsive towards multiple order requests and a goal to have each position filled meeting time constraints and deadlines.
* Strong knowledge of recruiting and hiring processes including sourcing, interviewing, reference checking, tracking, salary negotiations, and closing.
* Performed technical interviews, and co-coordinating online skills tests, scheduling phone interviews with the Client, generating the place order and managing the internal database for my consultants or candidates.
* Clear understanding of terms US citizen/GC/EAD/H1B and other visa status as well as Tax Terms 1099/ Corp to Corp/CTH/W2 etc.
* Have excellent Technical, interpersonal and communication skills.
* Extensive expertise in handling recruitment, and post recruitment activities which includes - hiring right candidate, conducting joining formalities and induction.
* Responsible, reliable worker with a high level of enthusiasm and creativity.
* Efficient in communicating well in written and verbal both.
* Hands on experience with IT requirements like Java Developer, Full stack (mean stack), Network Administrator (CCNA & CCNP), Business Analyst, DevOps, WebLogic, WebSphere middleware admin, BI Tools, Data Analytics, Hadoop, Salesforce, Data Science specialized in Python, R & SAS.
* **Domains worked on:** Banking, Finance, Retail, E-Commerce, Supply Chain, health care

**Professional Experience**

***Sr. IT Recruiter***

***Latitude36 – Hyderabad***

***Feb 2020 – Jun 2020***

* Worked as a Sr. Technical Recruiter supporting most of the clients such as Caterpillar, State of Tennessee, State of Arizona & Samsung.
* Handled the end to end process of recruitment phase starting from communicating with the candidate to making a successful submission.
* Also handled interview preparation call with the candidate a day prior to the interview and give inputs about how to present themselves during the interview & suggest them to do some homework on the client & their business line or product line whichever is applicable.
* Handled IT roles with diverse clients like Caterpillar, Samsung, State of Tennessee, State of Arizona.
* Process oriented and applied different approaches for each client by analyzing their hiring trends & also by understanding repetitive roles being released by the client.
* Multi layered screening process to determine the right candidate for the role.
* Working on creating a healthy pipeline of candidates to be able to submit in future.
* Taking post interview feedback from the candidate and getting to know their interview experience and what sort of questions they faced during the interview time.
* Worked & specialized on W2 roles majority of the time.

***IT Recruiter***

***BCforward – Hyderabad***

**January 2019 – Feb 2020**

* Worked on the front end of the recruitment part and handled majorly all the IT roles for our account – Accenture.
* Supported majority of the clients such as Google, Facebook, Bank of America, Verizon Wireless, Comcast, TMHP, HCSC of Chicago, BCBS of Texas, State of North Carolina & few federal agencies in tie up with Accenture Federal.
* Supported team & candidates both with complete coordination during interview schedules, screening schedules and extending some support for onboarding to ensure a white glove service thus keeping the company’s standards at top.
* Extended support to our team for the non-technical high-volume roles time to time and made a lot of quality submissions for Technical Support, Customer Support, Content Review roles with our account.
* Improved understanding of requirements, technologies quick & adept at asking questions for more brief understanding of the role to make sure an appropriate consultant is being submitted as per the client’s need.
* Good at maintaining reports, databases as per the streamlined process given by our leads & managers.
* Good team player always extend support to fellow teammates & other colleagues in the overall organization.
* Familiarize newly joined professionals with the current process followed by our team & account and helping them get used to the new atmosphere.
* Learnt to be more patient, pay attention and learn from wherever possible.
* Majority of the technologies supported are Java, MEAN Stack, MERN Stack, DevOps, Python, Cloud Technologies Such as AWS, GCP (Google Cloud Platform) or PCF (Pivotal Cloud Foundry) and so on.

***Sr. Talent Acquisition Professional***

**Sharp IT Co** | [www.sharpitco.com](http://www.sharpitco.com)

**December 2017 to September 2018**

**Responsibilities**

* Interacting with clients directly for gathering requirements.
* Analyzing the requirement and sourcing the resumes from different portals, groups, and referrals.
* Screening the profiles according to the market demand for those technologies, their Visa Status, Technical Skills, Communication skills and relocation constraints.
* Experienced with a full cycle of staffing services, such as finding candidates through different sourcing techniques, Screening of resumes, interviews, salary negotiation, and working closely with Account managers.
* Exclusively worked for Tech Mahindra, BirlaSoft and Syntel.
* Involved in executive search operations on website like Dice, Monster, Indeed.
* Sourcing of the resumes and short-listing candidates for the requirements.
* Interviewing H1B/GC/US Citizen consultants for various requirements according to the Client request.
* Negotiating the pay package and getting the required documents signed by them as well their employers.
* Rate negotiation before short-listing the candidates. Updating and maintaining the database for future.

***Talent Acquisition Professional***

**Precision Technologies Corp** | [www.precisiontechcorp.com](http://www.precisiontechcorp.com)

**Hyderabad**

**Jul 2015 to Dec 2017**

**Responsibilities**

* Hands on with Direct Clients, End Clients, and Implementation Partners for C2C and W2 Requirements.
* Extensive experience with Full time, Contract to Hire (C2H) and Contract position for Direct Clients and End Clients.
* Hands on experience with Contract positions for Direct Client, End Client and Implementation Partners.
* Hands on experience with direct clients like Verizon, KPMG, H.P and Honeywell.
* Handling the end to end recruitment process.
* Working with Job portals like Monster, Dice, Indeed, Ladders and CB.
* Post job on LinkedIn, Indeed, Dice & other available job portals
* Search for resources for the assigned requirement by applying Boolean search.
* Sourcing through referrals & social media recruiting
* Key word profile search techniques on LinkedIn & Dice
* Good experience in working across all IT technologies
* Good knowledge of W2, Corp -Corp, 1099 US tax terms
* Arranging interview schedules for the shortlisted candidates.
* Screening the resumes based on technical skills, and communication skills and short-listing if it matches the requirement.
* Coordinating the interviews between client and candidates effectively to make the event successful.
* Creating & maintaining effective & efficient database for resourcing
* Owned full-cycle recruiting: interviewed, offered, negotiated, and closed candidates for assigned requirements from direct clients as well as third party vendors.

***IT Recruiter***

***AG Technologies LLC*** | [www.agsoftco.com](http://www.agsoftco.com)

**Hyderabad – Jun 2014 to Jul 2015**

**Responsibilities**

* Worked for Apex Systems and Verizon clients majorly for W2 Requirements.
* Handling the end to end recruitment process.
* Good experience in working across all IT technologies
* Understanding the client requirements.
* Sourcing, screening and short-listing candidates’ profile from database, portals, and references.
* Arranging interview schedules for the shortlisted candidates.
* Screening the resumes based on technical skills, and communication skills and short-listing if it matches the requirement.
* Coordinating the interviews between client and candidates effectively to make the event successful.
* Creating & maintaining an effective & efficient database for resourcing.
* Responsible for full cycle of recruitment including direct sourcing activities, interviewing, and negotiating the compensation packages.
* Confident in interactions with individuals of all levels and backgrounds
* Worked closely with and negotiated contracts with Vendors & Staffing Agencies.
* Owned full-cycle recruiting: interviewed, offered, negotiated, and closed candidates for assigned requirements from direct clients as well as third party vendors.

**Technical Skills**

* M.S Office 2007, 2003.
* Proficient in WinWord, Excel & PowerPoint Presentations.
* Typing Speed 35 WPM (Words per Minute).
* VMS (Vendor Management Systems): Beeline, SAP Fieldglass & IQN
* Formatting Laptops and Desktops using following windows platforms.
* Win XP, Windows 7, Windows 8, 8.1 & Windows 10

**Education**

* **Intermediate from Board of Intermediate Education - New Govt Jr College in the year 2010**