**CURRICULUM VITAE**

#### NAME: MONISH KUMAR E

**Objective:**

To attain the challenging position as Human Resource Management which allows me to expand my horizon and use my technical and creative skills to the best of my ability. To conceptualize and visualize and come out with outstanding solutions of the most complex kind in the IT-Industry.

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| **Email:**  [**monishbrip@gmail.com**](mailto:monishbrip@gmail.com)  **Mobile no:** 9940365090 Address for Communication: Plot no 6,7 Flat.no F1,F2 ‘B’ Block Sridevi karumariamman flats,  2nd main road,  swamy Natesanar Nagar, Thiruverkadu  Chennai-600077 Personal Details: Father’s Name : S Ethiraji  Date of Birth : 08/07/1989  Sex : Male  Nationality : Indian  Marital Status : Single  Languages known : English, Tamil, Telugu | Qualification   * **Master Of Business Administration (2015)**   **St.Peters University, Avadi Chennai.**   * **Bachelor Of Computer Application (2011)**   **Tamilnadu open University**  Professional Summary  **Work experience** :   1. **Sr. IT Recruiter and Vendor Management** in **NTT DATA** From July 2019 to Till Date 2. **Sr. HR Recruiter In Link Tree Technologies** From Jan 2016 to June 2019   Skill Sets  Operating Systems : Windows XP to Windows 10  Languages : C, C++  . |

**Sr. HR Recruiter and Vendor Management (VMG) in NTT DATA** Chennai From July 2019 to till date

**Company** : NTTData (CBSI Pvt. Ltd.) ( JUNE 2019 - Till Date)

**Designation** : VMG (Vendor Management) Recruiter

**Roles and Responsibilities**

* Flashing requirements to the vendors in NTT Portal.
* Screening and mapping resumes based on requirement & technical skills.
* Understanding the requirement & interacting with all the vendors and giving brief about the position, roles & responsibilities, technical skills required for fulfilling the position.
* Screening resumes shared by vendors and sharing shortlisted profiles to delivery managers.
* Interacting with delivery managers on timely basis to get updates on resumes submitted.
* Scheduling interviews with the shortlisted resources and following up with interviewers to get feedback and providing to the respective vendor.
* Following up with the selected candidates and vendors till their joining.
* Following up with vendors on BGV check and reviewing the BGV report before on boarding the resources.

**Sr.HR Recruiter In Link Tree Technologies** From JAN 2016 to June 2019

**Role & Responsibilities:**

* Hands on Experience in End to End Recruitment Process.
* Responsible for full life cycle recruitment and placement for the given requirement.
* Worked on Various IT software requirements.
* Analyzing the client requirement, understanding the job description properly.
* Sourcing and Screening prospective candidates for the desired positions by utilizing various sources like Internal Database, Employee Referrals, Job Portals.
* Schedule the shortlisted candidates for face to face interview.
* Scheduling interviews for different skill sets.
* Follow up till Candidate is on board.
* Maintaining Daily/Weekly/Monthly reports such as interview status reports, feedback and closure Reports.

**Technologies Handled:**

* Languages / Application : C, C++, Java, SQL, HTML, XML.
* SunTechnologies:Java,J2ee,Spring,Hibernate,Struts,EJB,JSP,Servlets,Ajax,JBOSS,Eclipse,

Swing, Apache, Tomcat.

* SAP ERP Modules : SAP ABAP, SAP BASIS, SAP SD, SAP FICO, SAP MM,SAP Security, SAP HR.
* Microsoft Technologies : ASP.Net, VB.Net, C#.Net, ADO.Net, Share Point.
* Mainframe Technologies : COBOL, JCL, CICS, DB2, VSAM, IMS
* Software Testing: Manual, Automation (QTP / Selenium)
* DWH- ETL Tools : Informatica, Data stage,Congnos,Teradata
* DBA : Oracle DBA ,Oracle Apps DBA, SQL DBA.
* Mobile Application Developer: IOS, Android.
* Infra Technologies: Windows Admin, Unix Admin, Network Admin, Citrix Admin, Solaris Admin.

# ACADEMIC QUALIFICATION:

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| **DEGREE/**  **EXAM** | **COLLEGE/**  **INSTITUTION** | **UNIVERSITY/**  **BOARD** | **YEAR OF PASSING** | **PERCENTAGE** |
| MBA | St. Peters University, Avadi | St. Peters University | 2015 | 84 |
| BCA | Tamilnadu Open University, Chennai | Tamilnadu Open University | 2011 | 65 |

**ACADEMIC ACHIEVEMENTS:**

1. Secured University 1st rank in All 4 semesters in MBA
2. Secured University 1st Rank and Received Gold Medal for MBA

**Project Profiles:**

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| Educational Project |
| PROJECT 1  **Project Title** **: Employee Relationship Management**  **Client**: **: Chennai Port Trust**  **Duration :** Jan 2015 – April 2015 |

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| Educational Project |
| PROJECT 2  **Project Title** **: A STUDY ON FUNCTIONING OF VARIOUS DEPARTMENTS IN THE**  **STERIA INDIA PVT LTD**  **Client**: **: Steria India Private Limited**  **Duration :** May 2014 - July 2014 |

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| **Technical Qualifications** |

* **Hardware A+**
* **Networking N+**
* **SPSS**
* **Diploma in Software & Hardware Maintenance**
* **Diploma in C, C++, Unix**
* **Mobile Technology**

**Declaration**

I hereby declare that the above information given by me is true to the best of my knowledge and belief.

Thanking you,

### **E Monish Kumar**

**References :**

**Y Santhosh Krishna**

TA – VMG Director, INDIA , US (NTT DATA Services)

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**Stephen Anthony**

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