**P T Naidu**

**Mobile No: +91 9553882282**/7995723435

**E Mail Id:naiduhr7@gmail.com**

**Skype ID: Naidu.p47**

**Objective**

To work for an organization that offers me a dynamic work environment and provides me with my scope for continuous learning and self-expression to deliver the best of my potential aiming at progressive growth of the organization.

**Expertise Area:**

**Technical Recruiting, Bulk/Mass Hiring, Social Networking, Team Management, Vendor Management, Lateral Hiring.**

**Professional Summary:**

* Having overall 10+ Years of experience is into Industry as a Sr Technical recruitment involved into entry life cycle recruitment process of end to end. Recruitment of IT Professionals & Co-ordination with client and candidates.
* Work with different domains like Banking & Finance, Telecom/Embedded, Logistics, Manufacturing, Healthcare, Pharmacy, Logistics, and Storage etc.
* Involved into Sourcing, Screening, Short listing of resumes to conducting telephonic interviews to closing the positions for Entry level, middle level and High-level requirements. Co-ordination and handling drive.
* Extensively worked for Contract staffing, Contract to Hire (C2H), Direct Hire & Full Time.

# Having good knowledge on the recruitment processes such as INDAI, Middle East, Asia Pacific countries (Singapore & Malaysia process).

* Utilizing best sourcing methods including job boards, internal database networking sites such as LinkedIn, Techgig, Carrier age, Career builder, Google searching, Face Book Etc.
* Involved into BDM role in absence to identify rising business opportunities and build long-term relationships with prospects. That is needed in order to increase company revenue.
* Maintained employee data and kept updated accounts of all employment records.
* Supported daily operations of busy human resources department.
* Mentored employees through personal and professional issues.
* Ensured confidentiality of all personnel, office, and employment records.
* Provided administrative support with payroll, calendars, meetings, and training events.
* Trained and onboarded new employees and conducted orientations for new staff hires.
* Effectively liaised between senior management and employees to maintain and improve company-employee relations.
* Researched, recruited, staffed, onboarded, and trained new company hires according to the needs of department managers and company budget.

**KEY SKILLS:**

* Good at detail-Orientation, multi-tasking with organizational skills.
* Commitment towards work, ability to learn & good as a Team Player.
* Good at analytical skills & Effective Communication
* Hard & Smart working and an ability to meet deadlines.
* A passion for the Internet to learn new things to update myself.
* Quality Management
* Employment Planning & Budgeting
* Organizational Behaviour & Development
* I am very fast learner and can grasp new technologies concepts quickly with target oriented professional.



**Work Experience:**

**Organization: Initiatefirst Information Services Pvt Ltd**

**Duration: Feb 2020 – Till date**

**Designation: Assistant Manager – Talent Acquisition**

**URL: https://www.initiatefirst-is.com**

**About company:**

Headquartered at Cheyenne in USA India headquarters in Hyderabad with vision of expansion InitiateFirst strategic Information services and IT Outsourcing is dynamic company passionate about latest and next generation technology. We are continuously seeking new world projects. Our seasoned subject matter experts ensure superior practices for high performance computing and scalability. InitiateFirst experienced leadership will enable you to efficiently adapt to new business processes.

Focusing on the client’s critical issues and pain points enables InitiateFirst to convert those into opportunities and integrated solutions.

**Work Experience:**

**Organization: Ratal Advanced Technologies Pvt Ltd**

**Duration: Feb 2018 to Jan 2020**

**Designation: Delivery Account Manager**

**URL:** [**http://www.ratalit.com**](http://www.ratalit.com)

**Organizational profile:**

Ratal IT, is a leading software development company since few years of professional experience. we delivers a full spectrum of software development and consulting services to clients across the globe on Mobile Applications, web applications, ERP Enterprise Application Integration, Software Testing and Quality Assurance and Consulting. We offer comprehensive software services that cover the full development and implementation cycle of IT project including IT consulting services..

**Organization: Sahasya Global Solution Pvt Ltd**

**Duration: Aug 2016 to Jan 2018**

**Designation: Sr Technical Recruiter Specialist**

**URL:** [**https://www.sahasyaglobal.com**](https://www.sahasyaglobal.com)

**Organizational profile:**

We are a global IT Solutions, Consulting and Services organization specialized in providing customized, end-to-end IT solutions that achieve business success, leveraging leading technologies in a global delivery model. We propel our clients forward by enabling superior operational performance and help realize their business goals. We work within their existing processes and industry vocabulary to address targeted business challenges. We constantly strive in providing better quality services and, in due course, become seamless extensions of clients teams, delivering clear competitive advantage beyond traditional cost efficiencies. In addition to the excellent service capabilities that have been acknowledged by clients time and again, our real differentiator lies in our culture and value system.

**URL:** [**https://www.sahasyaglobal.com**](https://www.sahasyaglobal.com)



**Organization: Swift Tecnosol India Pvt Ltd, Hyderabad**

**Duration: Aug 2011 – Oct 2015**

**Role: Sr Technical Recruiter & Team Lead**

**URL:** [**http://www.swifttecnosol.com**](http://www.swifttecnosol.com)

**Role: Sr Technical Recruiter & Team Lead**

**Organizational profile:**

We are pleased to introduce ourselves as one of the fastest growing Manpower Consulting Services with specialization in the IT and Non-IT recruitments. Professionally managed by professionals with varied and distinctive experience in Human Resourcing, Swift provides solutions to source the ideal candidates both on Permanent as well as Temp Staffing. At Swift. We believe that proper manpower can ensure an exponential business growth for your company. By completely understanding your need we thereby provide a professional approach ensuring that the right person is recruited for the job.
**URL:** [**http://www.swifttecnosol.com**](http://www.swifttecnosol.com)

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**Organization: Magna-InfoTech,(Quess IT Staffing) Hyderabad**

**Duration: Nov 2009 – July 2011**

**URL:** [**http://www.magna.in**](http://www.magna.in/)

**Organizational profile:**

One of the fastest growing IT consulting and Software Services Company in India. It’s an ISO: 9001 certified company. Core services are Staff Augmentation, Software Services and e-Learning Presence in US, UK and seven cities across India providing high quality services and solutions to Fortune 500 clientele. **URL:** [**http://www.magna.in**](http://www.magna.in/)

**Roles and Responsibilities: -**

* Handling End to End IT Recruitment services for Domestic clients. Efficiently & effectively handled senior level and middle level requirements to fulfill contract position and Full time
* Co-ordination with client and handling team of more than 10 members.
* **Have good experience in Team co-ordination and client-Interaction**
* Involved into sourcing, screening, short listing of resumes to conducting telephonic interviews to closing the positions for Entry level, Middle level and high level requirements.
* Co-ordination of handling drives.
* Extensively worked for Contract staffing, Contract to Hire (C2H), Direct Hire/ Full Time.
* Sourcing the potential candidates using various Job portals like (**Naukri / Monster**).
* Existing Database, Internal reference, professional networks, professional sites, headhunting, Consultants Management, Job Postings Mails, Walk - INS, and Referrals.
* Requirement understanding meeting interacting with the business managers to discuss various parameters and time lines and to understand the requirements and to improve the hiring processes. (Focus on direct sourcing, Candidate Management).
* Meeting the candidates F2F or on Skype and knowing their suitability and interest, goals, skills, growth plan and mode of employment before submitting any candidate.
* Doing salary negotiation, motivating and convincing the candidates, placing the right person for right Job at right time.
* Collecting relevant documents/certificates/ID proof from the candidates, getting their previous employment details and salary slips, bank statements background verification form before initiating the offer process.
* Maintaining Weekly, Monthly and Quarterly reports &Preparing MIS Report.
* Maintaining Trackers of the candidates who have been short listed, Interviewed, Joined.

**Overall Client support:-**

**Clients**: **Product Based Company:-**

3i Infotech, GGS Infotech, Druva Software, LevaData, IMI Mobile, Oracle, InMobi, Persistent,

MindTree, Yodlee, Pramati Technologies

**Service Company:**

KPIT,Siemens, L&T InfoTech, Value Labs,NTT Data(Intelligroup), StratApps, Sears IT, Agility, Headstrong, AG Technologies, Deloitte, GE HealthCare, Symphony, DCM, Invensys, Capgemini , Bahwaniton, VORTEX, BRISTLE CONE. Rage Communications, SEAL InfoTech (A Century Link Company), Future Focus InfoTech, Inspirage, KPMG, CSS Corp, NCR Corporation, Virtusa

**Accomplishments:**

* **Received “Best Recruiter of the month” award several times.**

Education

* **MCA from Andhra University in July 2006 Passout.**

**Technology Worked On:-**

Programming Language : Python,JAVA,C/C++,PHP,Swift,C#,Ruby, Objective-C

Web Technology : GoLang,HACK,Perl, XHP, VB/JAVAScript, Magento

# Scripting Language : JAVAScript,Scala,Python, Elixir. Kotlin,TypeScript, Clojure

ERP Package : SAP,Siebel, JD Edwards,Peoplesoft.

SAP-Technical : ABAP,UI5,WEBDYNPRO,CRM Technical,HANA,BI,PI

SAP-Functional : MM, PP, PM, SD, PS, QMHR, CRM, BASIS, APO, Success Factor

Oracle Language : PL/SQL, TSQL Oracle Demantra, D2K, Oracle ADF/OAF.

Mainframes : COBOL, JCL, DB2, CICS, VSAM, MVS etc

Mobile Application : Android, BlackBerry, IOS, IPhone.

DBA : Oracle DBA, Sybase DBA, IMS DBA, DB2 DBA, UDB DB2.

Testing Tools : Win runner, Load runner, Silk test, QuickTestPro, Cards

ETL Tools : Informatica, DataStage, AB Initio,Sybase

Embedded : CDMA,SDK,Microprocessor/controller, DSP, Intelligent,RTOS

Telecom : SIP, GSM, CDMA, SS7, GPRS, VOIP, Next Generation, Wireless

Servers : UNIX, Windows, Linux, HP UNIX

Storage : IBM Tivoli, SAN & NAS, EMC DMX, VERITAS, SCCM, Wintel, Endpoint Security,HP Storage,

**Other Technologies:**

**Azure,Python,Dynamics 365,**Cold Fusion MX7, EBao, EDI Developers, Documentum Writer, Salesforce Developer, EAI, VP/CEO, SDL Tridion. I Procurement & I Supply, Lotus Domino Business Analyst,Web Media Specialist, TIBCO, Teradata. MIS Executive, Custom Layout, SIEM Arcsight, Websense, AWS (Anglian Water) ,TripWire, Enterprise Security Architect,SOX,Tableau Admin/Developer, Cobol – PM, Oracle-Exadata, Python/ Django, Java/Springboot, Go/Gin, Elixir/Phoenix, Bamboo or Jenkins, Octopus

**Personal Details:**

Language : English, Telugu, Hindi

Status : Married

Hobbies : Cooking, Listening Music & Surfing on net.

Strength : Smart work, Good Learner, Hard work

# Declaration

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.

**Place: Hyderabad**

**Date : P T Naidu**