

Sri Lakshmi. E (Technical Recruiter)

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SUMMARY:

Extensive experience in recruiting across the level's.

Experience in full recruitment cycle starting from sourcing, screening, submitting on high volumes and stakeholder management.

Extensive experience in using and exploring all features of job portals, social media networking sites and ATS like Naukri, Monster, LinkedIn, Facebook, Github Etc.

Extensive experience in finding contact details using chrome extensions like Precontact, Lusha, Kendo, Hiretual and on another side generating emails id's in formula driven excel or scraping user URL's from various sites and generating email id's based on their user names.

PROFESSIONAL SNAPSHOT:

- ❖ Current Experience : Wenger & Watson, Inc from Nov 2018 - Till Date.
- ❖ Danlaw, Inc - An Automotive Engineering Company from April 2016 - September 2017
- ❖ Azuga, Inc - A GPS Product Company from Feb 2014 - April 2016
- ❖ Human Interface Consulting Pvt Ltd As Lead Staffing from June 2011 - Sep 2013

CURRENT EXPERIENCE

Wenger & Watson

Program Manager

November 2018 - Till Date

Hands on Recruiting November-August 2019:

RPO @ Huawei: Recruiting for Network Division

RPO @ PhonePe: Handled the complete program

Learning & Development @ W&W June 2019 - Till Date:

- Have successfully implemented the PATHSHALA Program at W&W - Main focus of this concept is to train the Women who would like to come back to industry after a long break.
- Have successfully trained 20 B.E C.S & Mechanical fresh graduates.
- Responsible for Training Internal Employees as in when required based on requests.
- Responsible for Training new hires.

Danlaw, Inc - An Automotive Engineering Company
Manager - HR & Recruiting
April 2016 - September 2017

- Handled recruiting for engineering and functional teams and managing payroll process for the branch office
- Played a crucial role in setting up the whole Bangalore R&D branch office
- Scaled up the engineering team from the scratch 0 to 31 people in a span of 6 months
- Handled end to end recruiting - Job Ads, Sourcing, Screening, Scheduling, Offer Negotiations and Rollouts, Post offer - Candidate engagement, Induction & Joining formalities, Employee Relations, Payroll Data Management.
- Worked extensively on various recruiting tools and avenues - Job Boards, LinkedIn Recruiter, Employee & External referrals, Social media sites, Technical Training Institutes for fresher hiring
- Remote Interaction with Top Management in US for effective HR Process implementation and Timely updates on functioning of the group and active interaction with In-house Team Managers
- Involved in day to day HR activities such as attendance & Leave reports, welfare activities and B1 Process.

Positions Handled & Closed by Domain Specific:

Engineering Team: Embedded Dev Engineers, Algorithm Engineers, Validations Engineers and Manager, Engineering Director
Functional Hiring: HR Executive

Azuga, Inc - A GPS Company
Talent Acquisition Specialist
Feb 2014 - April 2016

- Responsible for complete In-House recruitment & Reporting to GM,VP-Sales
- To oversee the placement of Job Postings (Internal, Job Boards & NewsPaper Ads)
- Built the social media for the company from the scratch & Currently Managing (Facebook, LinkedIn & Twitter)
- Collecting the resumes & conducting the internal reviews
- Scheduling and Coordinating with the internal Technical Panels and with respective Hiring Managers
- Managed end to end recruiting from Job postings, Sourcing - offer stage and until joining for Both Engineering & Sales Divisions
- Follow-Up with the offered candidates on weekly basis until they hit the board
- Communicating extensively with the External Recruiting agencies (Vendor Management) and handled job drives Fresher and lateral hiring
- Successfully closed Positions through Internal & External Avenues.

Positions Handled & Closed by Domain Specific:

Engineering Team - Java Architect, Java Developer (Fresher & Lateral Hiring), Database Developer, UI Developer, UX Designer, Project Manager, Program Manager, Android Developer, iOS Developer, Engineering Director
Big Data Team - Hadoop Developer, Data Scientist, Manager BI , Big Data Analyst
Product Team - Manual QA, Selenium QA, Product Manager & Analyst, Mobile QA
India & International Sales Team - Lead Generation Reps & Business Development Executives
Functional Hiring - Admin & Facilities, HR - Business partner & Employee Engagement, HR Director and Recruiters.

Human Interface Consulting PVT LTD
Lead Staffing(IT)
June 2011 - Feb 2014

- Responsible for entire recruitment cycle
- Sourcing the candidates through Job portals, Head Hunting, Referrals, Social Network Sites
- Lined up candidates for recruiting drives.
- Good Client & candidate interaction
- Follow up the candidate from the first stage of the recruitment till the End
- Have successfully placed candidates in Junior & Senior level positions
- Domain Experience: IT Product development companies
- Successfully placed candidates on Permanent & Contract roles.

CLIENTS HANDLED:

EMC, Mphasis, Consona Software, Verifone, Samsung

POSITIONS CLOSED:

To name some:

Technical: Principal Cloud Architect, Informatica Admin, Storage QA, Principal LAB Engineer, Solution Designer Etc.

Functional: Chief Audit Officer, HR - Director, AVP - Staffing

ACADEMIC QUALIFICATION:

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| M.B.A | Nizam College, Hyderabad | (2007 - 2009) Full Time |
| B.B.A | St Thomas College, Chennai university | (2003 - 2006) |