

# RESUME

**Bhuvnesh**

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## Summary:-

I have around 3+ Years US IT recruiter experience. In 33 months carrier I handled many positions like Java developer , .Net Developer , Devops Engineer, Big Data Engineer etc. I am working with many clients like Impetus, Photon, Tavant, Altran etc. I have good Knowledge of Tax Terms (C2C , W2, 1099) and visa types (H1-b, EAD, GC, TN, E3).

## Academic Qualification:-

10th passed from H.B.S.E. in 2014

12th passed from C.B.S.E. in 2016

3 Months computer training program completed from van consulting Pvt. Ltd.

B.C.A. completed from M.D. University in 2019.

## Skills:-

Sourcing

Screening

Negotiation

Basic knowledge of computer.

## Experience:

Nueva Solutions Pvt. Ltd.  
Gurugram, Haryana

March 2020 - Present

### Role: IT Recruiter

Responsible for the complete Recruiting Lifecycle, from gathering requirements, qualifying the resource, negotiating pay rates/Salaries, submitting, Scheduling Interviews, feedback.

- Conducting extensive searches through job sites, job postings, internal database and search engines, networking, googling etc.
- Screening resumes and preliminary interviewing of candidates to evaluate their credentials whilst doing a comparative analysis with the requirements in order to establish compatibility between the two.
- Understanding the salary requirements of prospective candidates and negotiating compensation so as to maximize profit margins for the company.
- Posting job requirements in all Job sites.
- Effectively used traditional sourcing methods, Career builder, Linked In, Monster, Corp-Corp, and Dice to recruit candidates for existing openings as well as requisitions in the pipeline.

Onetech consulting pvt. ltd./ Infinity waves  
Gurugram, Haryana

May 2019 - Feb 2020

**Role:- IT Recruiter**

- Managed recruitment functions within the organization to include requisition process, posting positions, sourcing, prescreening, set up interviewing, and broadcast job.
- Sourcing through Linked In, Dice, and Monster to search for qualified candidates.
- Organized and updated data in Bigbiller.
- Created mailing lists and text.

***Personal Details:-***

D.O.B.	-	11/06/1999
Marital Status	-	Unmarried
Nationality	-	Indian
Languages	-	Hindi, English
Religion	-	Hindu
Hobby	-	Reading Books

**Declaration:**

I hereby declare that the above mentioned details are true to the best of my knowledge.

Bhuvnesh

Date