

Sandeep Reddy Karra

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SUMMARY:

I am looking forward to pursue a career in a company where I can use my skills which ensures organizational as well as my personal growth.

4.5 years of experience in the field of IT Industry of Recruitment department, in working with Implementation Partners / Direct Clients.

- Proficient in all phases of handling End to End Recruitment process
- In all aspects of the Recruiting Lifecycle from initial needs analysis through delivery and support.
- Very well understands the commitment to Business and Clients.
- Excellent Communication, motivation, team building and time management skills.
- Expertise in Sourcing, Screening, Validating, Offering and Closing Recourses and maintaining Client Interaction and Candidate Interaction.
- Having experience in sourcing the candidates from Job Portals like Monster, CareerBuilder, Linked In, Tec fetch etc.
- Successful in Sourcing, Screening, Validating, Salary Negotiation and Placement follow-up.
- Knowledge in managing the complete requirement cycle of sourcing the best talent from diverse sources by coordinating with cross-function department heads for assigning the man power requirement.
- Excellent Communication Skills, Interpersonal Skills, Negotiation skills and good Team Player.
- Adept at working on niche technologies and requirements where consultants are hard to find.
- Involved in Contract or temporary, Temp-Perm and Permanent or Fulltime placements. Good knowledge of US Tax terms like W2 & 1099.
- Extensive experience in client and vendor interaction and highly regarded as a good team player and team organizer.
- Collaborated with all levels of professionals in the management and technical teams. Associated to work with external recruitment professionals from US.
- Detail oriented individual with good communication skills.
- Can work in a team environment also individually.

PROFESSIONAL EXPERIENCE:

Nisum Consulting Pvt Ltd

November 2019 - Present

Senior Technical Recruiter

Responsibilities:

- Experience in HR/recruiting with a preferred emphasis in corporate functions as well as Third party
- Responsible for sourcing screening and interviewing candidates for multiple clients
- Experience in using various Social Media and Sourcing tools including but not limited to Google Search, LinkedIn, Monster, Indeed.com, Facebook.
- Schedule and coordinate phone, video, and onsite interviews
- Conduct intake meetings with hiring managers to discuss new hiring needs, schedule weekly meetings to update and align on hiring needs
- Initiated interview process for candidate, kept them updated on their candidacy status during the process
- Participate in weekly recruitment meetings, focused on difficult positions and managed client issues
- Identified appropriate sourcing strategies according to the requirements
- Coordinated with hiring managers to create and maintain recruiting and interview plans

- Negotiated and extended offers with a proven track record of closing top talent in a highly competitive marketplace
- Experience using Boolean search techniques

Environment: MS Office Suite, Monster, Dice, Career Builder, LinkedIn

Skill Demand - A STLogics Company

April 2018 - October 2019

Senior Technical Recruiter

Responsibilities:

- Establishing an excellent rapport with hiring managers and account managers by meeting their hiring needs, gaining their respect by providing them with the best-sourced candidates.
- Managing end to end IT Placement process with Clients/Vendors
- Develop and maintain excellent relationship between consultants and clients.
- Manage daily requirements, quickly shifting priorities and multitasking as requirements come-in.
- Exclusively worked with US Citizens/GC/H1/OPT's
- Negotiated contracts and direct labor rates with an emphasis on company's profit margin.
- Used to maintain consultant documentation in the database updated on a real time basis, all information regarding availability, pay ranges, location, work status, skills, etc.
- Responsible for Human Resource Development such as sourcing, Headhunting, Resume Screening, Skill testing, Interviewing and hiring candidates on Flexibility.

Environment: MS Office Suite, Monster, Career Builder, LinkedIn

JJ Staffing (Jacksonville, FL)

June 2015 – March 2016

Technical Recruiter

Responsibilities:

- Worked on direct client (Nationwide) & Implementing Partner requirements (APEX systems and TEK Systems).
- Dealing with consultants on H1B transfers, GC's and US Citizens. Negotiating the rates on Contract, Contract to hire basis.
- My prime responsibilities include sourcing, interviewing and hiring of IT professionals for multiple projects and assignments in the IT services industry.
- Have an efficient database, with the help of which I could successfully deliver right IT people in right time.
- I worked with IT consultants of various experience levels on .Net, Java/J2EE, Oracle, SAP, People soft, networking, data warehousing, mainframes, testing tools, etc.
- Effectively negotiated pay rates with candidates for contract and permanent positions.
- Posting requirements as well the W2 consultants resume on job boards and follow up with the responses.
- Understanding client needs and meeting their requirements with good response time.
- Posting requirements as well the W2 consultants resume on job boards and follow up with the responses.
- Understanding client needs and meeting their requirements with good response time.
- Coordinating with Accounts manager and the consultant regarding interview schedules. Reporting to the manager on daily basis

Environment: MS Office Suite, Monster, Linked In, Career Builder, Ceipal

EDUCATION:

- Bachelor's degree in Electrical and Electronics Engineering from Osmania University - 2016.

TECHNICAL EXPOSURE:

- Operating systems known : Windows 7/8/10
- Packages known : MS-Office.
- Proficient with various search engines

STRENGTHS:

- Negotiating Salary with the Consultants & Employers.
- Great Communications Skills to impress US Citizens.
- Convincing the consultants.

PERSONAL PROFILE:

- Name : KARRA SANDEEP REDDY
- Fathers name : K PAPI REDDY
- D.O.B : 26.10.1995
- Gender : Male
- Nationality : Indian
- Languages : Telugu, Hindi, English
- Permanent Address : H.NO. 45-224/1/A, NMDC COLONY, STREET NO 02,
- MALKAJGIRI, RANGAREDDY, Pin Code: 500047.

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

Place: HYDERABAD

Date:

(KARRA SANDEEP REDDY)