**Anil Reddy Katkuri**

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**Career Objective:**

To work and grow in a challenging environment which gives opportunity to bring out the best in me and help the organization in its development

**SUMMARY:**

* Around **9+ years** of work experience in the field of **Recruiting, Client Relations, Vendor Management and Team Management**
* Recruiting Experience in **contract/consulting positions** ranging from networking to application development and Project Management.
* Ability to **motivate personnel** towards **achieving organizational objectives** as well as adhering to **industry best practices.**
* Effective **communicator** with **management skills** & **strong analytical, problem solving** as well as **organizational abilities**.
* Experience in **adapting** and **following quality methodologies** across various stages in the Recruitment life cycle.

**Educational Qualification**

###### MCA from Osmania University, Hyderabad.

###### Bachelors of Science (B.SC (M.E.CS) from, Osmania University, Hyderabad.

###### Intermediate (C.S.E) from Vikas Junior College.

###### S.S.C from Trinity Model High School.

**Employment Historyy**

* Working for Techolution Pvt Ltd as Senior Algorithmic Talent Match Specialist from Oct 2019- Sep 2020.
* Worked with Rimini Street as Sr. Talent Acquisition specialist (Contract through SDB Solutions) from March 2019 to September 2019.
* Worked with shore InfoTech Pvt Ltd from July 2017-Nov 2018.
* Worked with eCentric HR – Paradigm IT Group from Aug 2014- July 2017.
* Worked with Techno soft Global Services Pvt. Ltd. since Jan 2014 – Aug 2014.
* Worked with Magna InfoTech Pvt. Ltd. as Principal Consultant from June 2010 – November 2013.

**Professional Experience:**

**Techolution Pvt Ltd Oct 2019- Sep 2020**

**Senior Algorithmic Talent Match Specialist**

**Roles& Responsibilities**

* Collaborating with the business leaders and senior managers to understand the hiring needs and strategize hiring accordingly.
* Managing end to end recruitment starting from JD preparation, conducting initial round of technical interviews to scheduling client interview.
* Creating offer letters for all the selected resource and initiating the BGV checks accordingly.
* Plan and implement New hire connect programs like coffee sessions to help new hires get accustomed with the team and the project.
* Serve as a single point of contact for all the new hires and help them with onboarding process.

Technologies Hired

Mulesoft, SAP PI/PO, Fullstack, UI/UX development, PHP.

**Rimini Street (SDB solutions) March 2019- September 2019**

**Sr. Talent Acquisition Specialist**

**Roles & Responsibilities:**

* As a Senior Talent Acquisition specialist, carry out entire recruitment process.
* Work towards maximizing the selection ratio with more focus towards understanding business needs and strategizing sourcing accordingly.
* Work extensively on Market Intelligence reports and act as an advisory to business in terms of formulizing hiring strategies.
* Efficiently work between deadlines, meeting business expectations.
* Mentor and closely work with team to ensure quality and deliver as per commitments.
* Provide best candidate experience by understanding candidate’s aspirations and expectations from the new role and map them accordingly to the current hiring needs.
* Working on ICIMS tool on tracking requirements, submissions, interviews and offers, reviewing periodically to analyze efficiency.
* Work extensively on Market Intelligence reports and act as an advisory to business in terms of formulizing hiring strategies.

**Vendor management**

* Work closely with External vendors to coordinate and interview profiles shared.
* Conduct due diligence and first round of HR interview to analyze the suitability of the profiles.
* Coordinate on the SOW, billing and replacement for the resources hired through external agencies.

**Shore Infotech Pvt Ltd.**

**Talent Acquisition Specialist.**

**Key Accountabilities:**

* Carry out End to End recruitment starting from requirements gathering, strategizing the hiring plan, and execution.
* Processing offers, salary negotiation, issue of offer and appointment letters, reference and background checks for potential employee
* Conducting regular follow ups with hiring and business managers to determine the effectiveness of recruiting plans and implementation
* Work towards maximizing the selection ratio with more focus towards understanding business needs and strategizing sourcing accordingly.
* Efficiently work between deadlines, meeting business expectations.
* Mentor and closely work with team to ensure quality and deliver as per commitments.
* Provide best candidate experience by understanding candidate’s aspirations and expectations from the new role and map them accordingly to the current hiring needs.
* Work extensively on Market Intelligence reports and act as an advisory to business in terms of formulizing hiring strategies.
* Managing collaborative relationships with internal stakeholders and senior management to ensure alignment of the recruitment process with business needs.

**eCentricHR**

**Asst.Manager-Delivery Aug 2014 – July 2017.**

*Working as Lead – Delivery for Accenture and Vodafone handling End to End hiring Process along with Managing a team of 7 Recruiters.*

**Roles & Responsibilities**:

* Drive the team to ensure the agreed processes are followed, the deviations are reported and exceptions are controlled.
* Supporting the team in understanding the Job Description & Job Specifications from the Recruitment Partners.
* Guiding the team in sourcing resumes through Job Portals, Database, References, Networking and Head Hunting.
* Manage escalations/service issues and take appropriate measures to resolve the issues and provide a fix.
* Monitor the team performance on a daily basis and make necessary arrangements to ensure that the deliverables are met.
* Extensively worked on Contract and C2H positions.
* Understanding the candidate's profile, career aspirations and evaluating role fitment
* Carry out all aspects of daily operations including work planning, allocation, strategizing, quality and delivery
* Conduct performance reviews, define career paths to team members and also lead, help and guide the team in day-to-day recruitment activities to meet the SLA's and Client expectations.
* Take time to interview, train, coach and mentor team members for their development through formal and informal trainings.

***Client Management:***

* SPOC for all transactions, Operational and delivery for Accenture and Vodafone.
* Worked as SPOC for clients like Dell, VMware, IBM and Atos.
* Worked closely with Hiring Managers and ensure 100% Delivery.

**Achievements:**

* Started Dell as a Zero Client and established a strong place with 15 headcount in a span of 4 months.
* Effectively worked for captive VMware with 1:3 hit ratio for most of the requirements.
* Closed around 5 positions within 3 weeks and ensured strong delivery for Vodafone.

**Techno soft Global Services Pvt. Ltd.**

**Sr. Relationship Officer-SPOC Jan 2014 – Aug 2014**

*Working as SPOC for Dell International (Hyderabad Location) handling End to End hiring Process*

*Managing a team of 5 recruiters, supporting Dell International and Deloitte.*

**Roles & Responsibilities:**

* Working as Team Lead, managing a team of 5 recruiters.
* Taking complete ownership for delivery to ensure high quality and low TAT.
* Approachable and actively motivate others, promoting positive teamwork by maintaining high levels of energy and optimism.
* Demonstrate drive, determination, enthusiasm and an ability to work effectively as a member and leader of a team.
* Act as a role model, coaching/mentoring members of the team and ensuring there is an effective succession plan in place to maintain service delivery
* Proficient in negotiation and persuasive reasoning with candidates regarding remuneration and other matters like relocation and benefits.
* Follow up with the Sr/Line Manager’s regarding the feedback / update for the given/scheduled profiles.
* Screening and sharing the suitable profiles to the appropriate managers, follows up on interviews with Client and applicants, and notifying candidates if not selected.

**Magna Infotech June 2010 – October 2013**

**Principal Consultant/SPOC – Recruitments**

*Working as SPOC for Client Diaspark, handling end to end hiring Process*

*Handled end to end hiring process for UTC Fire and Security and also supported other Clients*

***ROLES & RESPONSIBILITIES***

* Responsible for serving as an internal Human Resource partner, SPOC with respective Business groups of UTC on all recruiting-related activities
* Perform full responsibilities of identifying and using creative sourcing techniques for locating qualified candidates
* Responsible for advertising job requirement through networking, and on-line job Portals
* Work on employee referral campaigns to generate New prospects.
* Handling the tasks of sourcing, recruiting, pre-screening, scheduling interviews, offer, on boarding and Negotiating on Salary, closure of offer
* Handle Joining related activities, coordinating with Client to Successfully onboard the New Hire
* Handled team of 5 members.
* Follow up with offered candidates to solve any discrepancies and ensure 100% joining ratio.

**Noteworthy Achievements:**

* Started as a Consultant and was promoted as Sr. Consultant and SPOC for UTC after meeting set expectations.
* Handled a team of 5 recruiters, accountable for UTC requirements, and Successfully on boarded 12 resources in a Span of 6 months
* Consistently achieved set targets and managed client relationship along the complete recruitment cycle starting from requirement procurement to delivery and closing the position.
* Learned the process followed by the company and followed it diligently.
* Received Star performer award Twice for Generating the highest Revenue Margin for the Q4 (2012) and Q2 (2013).

**Clients Worked For:**

UTC Fire and Security, Amdocs, CSC, Genpact, Mphasis, Deloitte, HSBC, Barclays, Symantec, Fiserv, Diaspark and ORACLE India etc.

**Spectrum Of Profiles Recruited:**

* **Mainframes-**COBOL, CICS, JCL, VSAM
* **Data warehousing-**Informatica, Datastage, Cognos, Business objects, Business Intelligence
* **Java Technologies-**J2EE, JSP, Servlets, EJB, JDBC, Swing, Design Pattern, XML, AWT
* **Application Server-**websphere, Weblogic, etc**.**
* **Microsoft Technologies-**Visual Basic (VB), ASP.Net, ADO.Net,C#, etc.
* **Database/DBA**- SQL Server, Oracle, MYSQL,Sybase,
* **OS-**Windows, Linux, UNIX, Solaris
* **QA/Testing-** Automation and manual testing
* **Tools-**Win runner, Load runner, Test Director and Test cases.
* **ERP-Oracle Applications** (Technical, Techno-functional, Function (with all the modules including advance modules), **SAP**((Technical, Techno-functional(SAP ABAP**,** SAP ABAP HR, SAP HR, SAP BASIS, SAP FICO, SAP BW, SAP CRM, SAP MM, SAP PP, SAP SCM), **PeopleSoft**
* **Embedded/Firmware/Hardware -C,C++,RTOS**