

Kursheed shaik

Sr. Technical Recruiter

 kursheedshaik106@gmail.com

 7975592042

 Bangalore

SKILLS

Candidate Sourcing

Employee Relations

Recruitment

Hiring

Salary Negotiation

Client Relations

Sourcing

Screening

Onboarding

EDUCATION

**B.SC (Computer science),
Sri Krishnadevaraya
University,
Ananatapur,
2015-2017.**

Intermediate education:

Space Jr College
Anantapur Distric,Kadiri,
2012 – 2014.

Tools (Sourcing)

Naukri

Monster

RESUME OBJECTIVE

Recruitment Specialist Having 3+ years of experience in end to end recruitment various domains, looking for an opportunity to work as an senior recruiter role with a business solution provider where I can apply my technical skills to bring out the finest in me and contribute to the development and betterment of the organization.

Professional Summary

- 3+ years of experience in IT industry in the area of, IT Recruitment.
- Experience in handling 'Permanent' and 'Contract' assignments.
- Directly interacting with the client on day to day basis, fulfilling their requirements and meeting their deadlines
- Providing with relevant and quality candidates within the stipulated time frame provided.
- Ability to work independently as well as part of a team, Handled Recruitment Drives Successfully.
- Handling walk-in drives in client places.
- Recruited extensively in all skills for junior, middle management levels and senior level hiring.

Experience

Sr. Technical Hiring Specialist (E&Y,HCL,Tech Mahindra,Accenture,TCS,Indegene) Productiva IT Solutions Nov 2017 – till date Brookfield, Bangalore

- Handling end-to-end recruitment of E&Y, HCL, TCS, Accenture, Tech Mahindra,IBM.
- Interviewing and assessing candidates compensation and negotiation, Motivation.
- As a technical recruiter partner with hiring managers to effectively identify recruiting needs.
- Understanding requirements from technical panel.
- Sourcing candidates from various recruiting sources like head hunting, job portals, Employee referrals, internal database and web posting.
- Screening and Short-listing the resumes matching the requirement.
- Ensure resume appropriately reflects experience and requirement
- Frequent follow ups with the candidates once the offer is released and ensuring on the availability of the candidates joining at the right time.
- Follow ups with the candidate till the joining
- Sourced and selected applicants for technical positions within the company
- Arranging interviews with candidates and clients
- Excellent communicator with a strong work ethic, dedicated to building and strengthening relationships with clients, colleagues, candidates and management

- Sourcing end-to-end recruitment cycle - sourcing candidates, screening, short listing and organizing interviews with the technical panel
 - Conducting the preliminary telephonic interview to check the suitability of the candidate with the requirement.
 - Scheduling the candidates and coordinating the technical interviews.
 - Placing the candidates based on business requirements.
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Special Education:

- Madhyama
 - Prathamika
 - Rastrabasha
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PERSONAL DETAILS

Name: Kursheed shaik

Father's Name: shaik Jaffer vali

Gender: Female

Marital status: Un-married

Nationality: Indian

Languages: Telugu, Hindi, English, Urdu.

Permananent Address: Andhrapradesh, Anantapur.

Current Adress: Bangalore, Marathahalli.
