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| **PROFILE OR oBJECTIVE** | | |  | “Continuous improvement" sums up my career objective, which is to continuously update my knowledge and competencies, thereby contributing to my organization and assessing myself, constantly ” | | |
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| **Skills** |  | **Account Management, College Recruitment, Marketing Communication**  **Customer Service & Satisfaction ,High-Impact Presentations ,Negotiation** | | | |  |
| **Experience** |  | Recruitment manager (TALENT Acquisation Group) CSI Software PvT LTD |Bangalore, india| 15/09/2013 – 25/12/2015 | (TENURE 2 years & 3 month) **Responsibilities:**   * Handling the complete recruitment Operation. * Responsible for talent Acquisition * Recruitment & Selection process through to the on boarding process * Responsible for HR data analysis such as staff turnover rate, attendance rat so as to manage the team in an effective way * Training & Development across the organization * Develop a good working relationship with other departments and all employees.  Recruitment manager Infotech explorer india PvT ltd|Bangalore, india| 03/07/2010 – 20/08/2013 | (TENURE 3 years ) **Responsibilities:**   * As a Recruitment manager – Handling a team of recruiters * Responsible to get the requirements from the existing clients and new clients * Final level of meeting with the VP BD, Directors and Chairman’s of different Companies to finalize on the service delivery modules. * Interact with functional heads to strategize & create systematic Band vs Designation matrix and mapping with job descriptions & competency. * Handling and preparing BVR reports  Team Leader HR-One Management Consultant Pvt Ltd | Bangalore, india| 05/03/2008 – 05/06/2010 | (tENURE 2 years 3 month) Responsibilities:   * Getting the requirements from the client. * Handling a team of 4 members * Search for resumes from databases, head-hunting, portals, references etc. * Coordinating the interviews with client and candidates. * Follow up with the clients for the contract sign up’s and the renewal process. * Develop a good working relationship with other departments and all employees. | | | | |
| **Education** |  | **:** MBA - Karnataka state open university, bangalore, india: B.A - Tamilnadu state open university, chennai, india | | | | |  | | * MBA – HR & International Business (Bangalore, India) |
| **Achivements** |  | * Developed a management of attendance policy which has reduced absenteeism levels in the workplace * Past experience of negotiating and reviewing contracts with external recruitment partners, and streamlining the organizations recruitment strategy | | | | |
| **Languages** |  | English, Hindi, Urdu, | | | | |
| **Personal:** |  | Date of Birth | | | 20-06-1982 | |