

Rahul Ambhore

Senior Talent Acquisition

Objective:

To apply excellent multitasking and analytical skills in effectively fulfilling the responsibilities of a Talent Acquisition Specialist with an opportunity to contribute to the growth of the organization as well as for myself.

Summary:

Overall, 6 years of experience in Human Resources, Talent Acquisitions, Staffing & Recruitment. Currently, as a Sr. Talent Acquisition Specialist, my core roles & responsibilities includes niche skills & leadership hiring using various sourcing tools i.e., job boards like Naukri, Monster, Indeed, LinkedIn, Internal ATS, etc. Vendor Management for Volume Hiring (Virtual Drives). Managing End to End Recruitment from sourcing to onboarding an, mentoring freshers & new joiners, Stakeholder Management & assisting managers in Pro Active Hiring, performed external Assessment using portals Like Codility Test, Hacker Rank Test, etc. & External Vendor like First IPO, Cogbee, etc.

Professional Skills:

- 1. Recruitment:** Leadership Hiring, Niche Skill Hiring, Volume Hiring (Virtual Drives), End to End Recruitment, Document Verification and End to End Onboarding (Preboarding & Post boarding) Coordination, Stakeholder Management, Vendor Management, Database Maintenance, Mentoring & Knowledge Transfer to new joiners.
- 2. Technical tools:**
 - Job Boards: Monster, Indeed, Naukri, Dice & CareerBuilder (USA)
 - Applicant Tracking System (ATS): JobDiva, Exelare, Ciepal
 - Human Capital Management (HCM): SAP SuccessFactors, PeopleSoft (PACEHR)

Education:

Degree	Name of Institute Board/University	Percentage	Year of Passing
M.B.A. (H.R.M.)	Sarvepalli Radhakrishnan University, Bhopal	73.00%	2019
B.E. (CSE)	Acropolis Inst. of Tech. / R.G.P.V. Bhopal	61.49%	2012
12 th	Sacred Heart HS School/ M.P.B.S.E., Bhopal	69.50%	2008
10 th	The Everest English HS School/ M.P.B.S.E., Bhopal	79.80%	2006

Professional Experience:

Tech Mahindra Ltd., Pune

June 2021 – Present

Sr. Talent Acquisition/ Sr. Business Associate

As a Senior Talent Acquisition Specialist, my core roles & responsibilities include handling end-to-end recruitment function which includes strategy formulation, sourcing, organizing Walk-Ins, handling volume recruitment, freshers hiring & Ramp-ups, technical interviews, client contact/feedback, negotiations and closing the hire. Responsible for Vendor management & Coordination. Stakeholder and Delivery management with more than 4 clients is Europe region. Leadership hiring for Europe and UK region. Mentored freshers & junior resources and KT sessions for new joiners. Used various tools like internal referral portal, Naukri, Monster & LinkedIn. Worked on all IT skills from core IT to niche skills specialized in Telecom Domain, and sometimes banking as well.

Clients: Telefonica UK/Germany, H3G (Hutch), Talk-Talk, Vodafone, SBI

L&T Infotech (LTI), Pune

Dec 2020 – Jun 2021

Talent Acquisition Specialist (Contract)

As a Talent Acquisition Specialist, my roles & responsibilities include handling end-to-end recruitment function which includes strategy formulation, sourcing, organizing Walk-Ins, handling volume recruitment & Ramp-ups, technical interviews, client contact/feedback, negotiations and closing the hire. Responsible for Vendor management &

Coordination. Used various tools like internal referral portal, Naukri, Monster & LinkedIn. Worked on all IT skills from core IT to niche skills specialized in BSFI domain.

Client: Broadridge, HSBC Bank, S&P Global, Jefferies

Reason for Leaving: Contract ending June 2021.

Akraya Solutions Pvt. Ltd., Pune

Jul 2019 – Sept 2020

Sr. Technical Recruiter

As a Sr. Technical Recruiter, my responsibilities included sourcing, screenings candidates, using job boards like DICE, Monster, LinkedIn, Jobdiva, etc. Representing candidates on various client portals like VMS & MSP. Taking care of interview processes of candidates, coverage on positions and requirements, on daily and weekly basis and pipeline sheets and database of the candidates as staffing partner. Also mentored freshers and new joiners.

Clients: Visa Inc., Cisco, Equinix Inc.

Reason for leaving: Laid off due to Covid-19.

Intelliswift Software Inc., Pune

Dec 2016 – Sep 2017

Technical Recruiter

As a Technical Recruiter, my roles & responsibilities included sourcing, screenings resumes and candidates, using Applicant Tracking System (ATS) as JobDiva, & job boards like Monster, LinkedIn, etc. and mentoring the associate/junior recruiters. Taking care of interview processes of candidates, coverage on positions and requirement, on daily and weekly basis and pipeline sheets and database of the candidates.

Clients: Adobe Inc., Intel Corporation

Reason for leaving: Took a break to pursue hiring studies (MBA in HRM)

InfoCentroid Software Solutions Pvt. Ltd., Indore (M.P.)

Associate Recruiter (Campus & On Job Training)

Jan 2014 – Dec 2014

As an Associate Recruiter, my roles & responsibilities includes gathering requirement from Development Team and profile of best candidates for On Job Training (OJT) batch and preparing them for corporate environment and technical advancements and Technical Recruitment for In-house teams. This recruitment involves campus drives for freshers as well as experiences candidates from job boards like Naukri & Indeed.

Business Analyst & Business Development

Jan 2013 – Dec 2013

As a Business Analyst, My Responsibilities incorporate Market Research, Project Analysis, Client and Project Handling, Current Market Analysis and Measures Internal Growth for the Company, Lead Generations, Support, and Deployments.

Achievements & Extra Curricular:

- Volunteered as an Event Manager in an **I.I.T. Kanpur's** Robotics Workshop **Tech-Kriti** at Acropolis College held in 2010.
- Worked as a Student Ambassador for **EMC Academic Alliance** in year 2011-2012 of Acropolis, Indore.
- Secured 4th position in **The Quiz Inquisitive - The Brain Quest of Carpe Diem** held at **I.I.M. Calcutta**.

Personal Details:

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I hereby declare that the information provided above is true and I will bear responsibility if it turns out to be false.

Date:

Place:

Signature