**Name: Shamsudeen Irshath. K.M.A.
E-mail: shamirshath@gmail.com
Phone:+91-887-027-6465.**

**Objective:**

Well-respected professional who blends strong recruitment experience with a background in Sales and Business Management. I’m seeking a position as technical recruiter to utilize my skills and professional strengths in a renowned organization.

**Summary:**

* Around five years of experience and having 9 months of experience and expertise in Customer Care Executive and around four years of experience as IT Recruiter for US & Canadian Divisions..
* Experience on working with any job portals like Techfetch.com
* Get requirements from IT staffing companies within all the locations across USA & Canada.
* Understanding the client requirements, coordinating for short listing and screening including preliminary interview of the candidates.
* Handled all the IT Technologies involving combination of complex skill sets and rare technologies.
* A highly motivated, energetic individual and a team player with excellent coordination and interpersonal skills.
* Involved in full cycle Recruitment involving sourcing, identifying, and interviewing, screening and placing personnel in quick turnaround time in contract, contract with hire and permanent
* Dealing with consultants on H1B, GC/PR and US & Canadian CITIZENs, etc. Negotiating the rates on Contract, Contract to hire basis.
* Work with Account Managers on target skill sets to assess clients' staffing requirements. Identify, select, recruit and place the best candidates for the client.
* Build relationship with Hiring Managers and Candidates from initial contact through closing.
* Keeping track of responses & Short-listing Profiles.
* Oversee completion of necessary pre-employment processes including reference checks and negotiating wages

**Work experience**

**Sr. Talent Acquisition at IndusCorp Inc**

**July 2018 – March 2020.**

**Roles & Responsibilities:**

* Working closely with End clients and Account Managers for Direct clients requirements and vendor Requirements for Canada.
* Submitting the most suitable resumes to concerned person and acting as a facilitator and single point of contact between the consultant and client interactions.
* Coordinating with consultants for interview schedules, logistics, background checks and drug tests.
* Screen consultants based on job description, consultants in depth knowledge of relevant technology, functional skills, behaviorally attributes, job history, geography, ability to travel, and other relevant qualities.
* Negotiated hourly rates with consultants according to employer profit margin for contract placements.
* Great proficiency and knowledge in recruiting techniques such as Vendor Managements, job boards, Databases and Referrals.
* Dealing with consultants on PR and CITIZEN’s of Canada.
* Daily coordination of candidate resumes, submission, interviews, closures.
* Excellent Negotiating & Communication skills.

**Technical Recruiter at J&M Group Inc.**

**April 2017 – May 2018**

**Roles & Responsibilities:**

* Involved in the Full Life Cycle of Recruitment.
* Understanding the job description given by the various US& Canadian clients.
* Always keeping an eye for talent, Recruited for all levels of candidates, from Developers to Project Managers& Architects.
* Sourced, screened, filtered resumes, interviewed and placed technical candidates with various clients (end-clients as well as other third party consulting companies)
* Sourcing of resumes from Job Portals Like, MONSTER, INDEED and screening of US& Canadian candidates
* Understanding technical and non-technical criteria for hiring requirements for clients.
* Also identifying and sourcing candidates through LinkedIn, Other social sites and free job boards.
* Screening all the candidates profiles and communicates with candidates via email and phone.
* Compensation negotiations with the candidates to raising final offer.
* Excellent Negotiating& Communication skills.

**Technical Recruiter at Tiliconveli**

**Supported Focus InfoTech Pvt Ltd.**

September 2016 – March 2017

**Roles & Responsibilities:**

* Sourcing, screening the resumes according to the requirement.
* Submit screened and short listed profiles/resumes to client for technical evaluation.
* Develop and maintain relationships with channels and external recruitment agencies.
* Hiring Contract/fulltime consultants and negotiate compensation and pay-rate of consultants with respect to requirement.
* Working closely with vendors on Corp to Corp requirements to submit the candidate within the submission deadline.
* Experienced in sourcing resumes through various channels.
* Manage and perform all areas of recruitment process to including sourcing, screening, interviewing assessing candidate suitability, and negotiating/extending candidate offers
* Positions recruited: Solutions Architects, Software engineers, Java 7 .Net Developers, People Soft Consultants, QA analysts, SAP Consultants, SAS Consultants, Lansa Developers, JDA consultants, etc.
* Constantly updated the data bank to minimize the sourcing time and to help in both emergency and long-term recruitment.
* Good team player

**Help Desk Support at Techfetch.com**

January 2016 – September 2016.

**Roles & Responsibilities:**

* Answering calls politely and professionally to provide information about the portal.
* Keeping records of customer interactions and different transactions, recording details of complaints, comments, inquiries.
* Assisting in sales or getting hold of potential customers by answering product and service questions; pitch any new product or service the company may be providing.
* Letting the customer know the cause of the problem and resolving the same with adequate information and help.
* Always choosing the best solution to solve a problem; rectifying, adjusting and also following up to ensure proper resolution.
* Analyzing customer needs and recommending products based on those needs.
* Keep records and reports on all Customer Service production, measurements and turnaround time taken.
* Service customers by providing necessary product and service information while also resolving problems simultaneously.
* Handling recruiter’s issues, staffing, managing client schedules, managing workflow, shedding light on departmental policy.
* Make reminder calls to clients, send follow-up emails and schedule appointments.
* Always perform timely performance evaluations and initiate appropriate action if needed.

**Education**

Bachelors in Mechanical Engineering (B.E), 2015.

**Academic Roles:**

* Played as a Join Secretary in English Literary Club in 2011-2015.
* Played as a Secretary in Rotract Club in 2011–2015.

I hereby confirm that the information given above is true to the best of my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Place: Tirunelveli Signature

Date: 07-05-2020. Shamsudeen Irshath K.M.A