

CURRICULUM VITAE

RAVI KUMAR

Contact No: +91-9971720670

Email id: ravikumar2452000@gmail.com

Over All Experience: **3+ Years**

Current Organization: **IFFCO KISAN FINANCE LIMITED**

CARRIER OBJECTIVE

I look forward to work with an organization which offers a challenging opportunity to enhance my knowledge, skills and experience that would allow me to achieve the organizational goals to the best of my potential.

WORK EXPERIENCE: -

- Working with **IFFCO Kisan Finance Limited** (Corporate office) at Gurgaon as a **HR Executive-Talent acquisition** from 8th February 2024 to till now

Job Reasonability

- ❖ Extensive experience in **End-to-End recruitment**.
- ❖ Skilled in technical hiring understanding the requirements
- ❖ Expertise in all phases of recruitment life cycle.
- ❖ Document verify
- ❖ CIBIL generate
- ❖ Salary calculator
- ❖ Salary negotiate Expert
- ❖ **For processing End to End recruitment using HR ONE Portal.**

❖ Additional Reasonability:

- ❖ Onboarding

- Worked with **OM Careers** at Ludhiana as a **Senior Talent acquisition specialist** from 17th November 2023 to 10th January 2024

Job Reasonability

- ❖ Extensive experience in **End-to-End recruitment**.
- ❖ Skilled in technical hiring understanding the requirements
- ❖ Expertise in all phases of recruitment life cycle.

- Job opportunity
- TL and manager meeting and briefing
- Talent Hunt
- Shot-listing of candidate
- Interview schedule
- Follow ups
- Interview by Client
- Shot-listing from Client
- Reference Checks
- Job Offer

- Joining of candidate
- ❖ Proven ability to source, select & secure top-notch candidates for multiple positions in **PAN India**.
- ❖ Knowledge in various sourcing mechanism including Job portals, Tools, Networking & Social Media sites like: **Naukri, shine, Monster and social network like LinkedIn also taking references.**
- ❖ Working closely with the Business units and Stakeholders in process orientation with the given change of demand in resources and implementing them.

Working Profile

Area Head, Branch Manager, Branch Operation Manager Relationship Manager, Senior Relationship Manager, Relationship Manager SME, Portfolio Manager SME, Branch Sales Manager, Sales Manager LAP, Personal Banker, Credit Manager, Gold loan officer Customer relationship Manager Relationship officer MSME, Channel Sales Manager.

- Worked with **Quess Corp Limited** at Noida as a **Consultant** from September 2022 to Nov 2023

Job Reasonability

- ❖ Extensive experience in **End-to-End recruitment.**
- ❖ Hands on experience in **bulk hiring** and **Team leading.**
- ❖ Skilled in technical hiring understanding the requirements
- ❖ Expertise in all phases of recruitment life cycle.
 - Job opportunity
 - TL and manager meeting and briefing
 - Talent Hunt
 - Shot-listing of candidate
 - Interview schedule
 - Follow ups
 - Interview by Client
 - Shot-listing from Client
 - Reference Checks
 - Job Offer
 - Joining of candidate
- ❖ Proven ability to source, select & secure top-notch candidates for multiple positions in **PAN India**.
- ❖ Knowledge in various sourcing mechanism including Job portals, Tools, Networking & Social Media sites like: **Naukri, shine, Monster and social network like LinkedIn also taking references.**
- ❖ Experienced in Vendor Management, finding out the best agencies for our client support.
- ❖ Working closely with the Business units and Stakeholders in process orientation with the given change of demand in resources and implementing them.
- ❖ **Additional Reasonability:**
 - **SPOC person of North Region HDFC Bank**

- **Vendor Management**

- ❖ **Our valuable clients**

1. HDFC Bank
2. CSB Bank

Working Profile

Area Head, Branch Manager, Branch Operation Manager Relationship Manager, Senior Relationship Manager, Relationship Manager SME, Portfolio Manager SME, Branch Sales Manager, Sales Manager LAP, Personal Banker, Credit Manager, Gold loan officer Customer relationship Manager Relationship officer MSME, Channel Sales Manager,

- Worked with **Career care HR services** at **Gurgaon** as a **HR Recruiter** from March 2021 to Aug 2022

Job Reasonability

- Job opportunity
- Client meeting and briefing
- Talent Hunt
- Short-listing of candidate
- Interview by Client
- Reference Checks
- Job Offer
- Joining of candidate
- Follow ups
- Hunting Candidate by Naukri.com, LinkedIn, Shine, Monster, Mass Mailing

Our valuable clients

1. Care health insurance 2. Niva Bupa health insurance 3. Tata AIG 4. Edelweiss Tokio Life insurance 4. Future Generali 5. Bajaj Allianz 6. Aditya Birla health insurance 7. Manipal Cigna health insurance 8. Reliance General Insurance

Working Profile

1. Agency Channel 2. Banca Channel 3. Direct Channel

ACADMIC QUASLIFICATION:

- Masters of Arts Pursuing 2nd Year from IGNOU
- Graduation completed from Delhi University 2020
- 12th Completed from CBSE Board in 2017
- 10th Completed from CBSE Board in 2015

Technical Skill: -

- Platform Window-11
- Basic Computer Knowledge
- Microsoft office
- Internet
- Google Sheet
- Create Google form
- Know the using of Naukri.com, shine, Monster, LinkedIn Portal
- Operating CSB Bank Career portal
- Operating Assessment hub portal

STRENGTHS: -

- Ability to work under Pressure.
- Good patience Level.

- Team Working Skills.
 - Good Communication skills.
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HOBBIES: -

- Writing
 - Reading
 - Traveling
 - Watching web series
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PERSONAL DETAILS: -

Father's name	Mr. Naresh Kumar
Date of birth	24/05/2000
Gender	Male
Marital status	Married
Nationality	Indian
Religion	Hindu
Language Known	English and Hindi
Permanent Address	Burari North Delhi 110084

DECLARATION: -

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Place

Date

(RAVI KUMAR)