

# KAMAL RASTOGI

## Strategic Leader, Global Recruiter, AI Six Sigma Yellow Belt

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### SUMMARY

#### GLOBAL RECRUITER & OPERATIONS SPECIALIST

Skilled Operations and Talent Management professional with over 12 years of experience, excelling in transformative strategies within IT and Retail sectors. Proven success in pioneering AI advancements and streamlining improved sourcing strategies for clients. Leveraging Agile methodologies and strategic planning to enhance operational efficiency and team productivity, aiming to drive business growth and optimize project outcomes in dynamic environments.

### PROFESSIONAL EXPERIENCE

#### Interview Proctor, *part-time*

Jan 2024 – Present

Mercor | Menlo Park, CA

- Maintained a professional and secure environment during interviews, ensuring fairness and integrity throughout the process.
- Facilitated seamless communication between candidates, interviewers, and hiring managers, ensuring a smooth interview experience.
- Successfully adapted to various interview formats and technologies, showcasing flexibility and quick learning in a dynamic environment.
- Demonstrated keen attention to detail in monitoring and upholding interview guidelines and procedures, contributing to a standardized and consistent process.
- Actively participated in feedback sessions and process improvement discussions, contributing to the enhancement of interview procedures and candidate experience. Upheld strict confidentiality standards, safeguarding sensitive information throughout the interview process.

#### Talent & Operations Specialist

July 2023 – Jan 2024

Mercor | Menlo Park, CA

- Spearheaded visionary talent acquisition strategies, culminating in stellar outcomes such as reduced time-to-fill, heightened candidate satisfaction, and an enhanced employer brand.
- Trailblazed AI system enhancements, expanding its adaptability for diverse interview scenarios and languages, setting the stage for unprecedented versatility.
- Implement strategic initiatives to enhance the adaptability of the AI system, expanding its versatility. Utilize data and analytics to evaluate and refine operational approaches.
- Oversee and optimize overall recruitment operations, ensuring smooth organizational functioning.
- Reduced talent acquisitions by more than 20%, saving an average of 40 hours a month due to Value Stream Mapping (VSM) to identify and correct inefficiencies within the recruiting process and procedures.
- Led a team of 3 in enhancing AI systems for clientele, saving more than \$15K in additional overhead by completing the evaluation timeline 14 days ahead of schedule through iterative development and continuous feedback loops.

#### Senior Recruiter

Apr 2023 – July 2023

Dawn Staffing Solutions Inc | Mississauga, ON

- Orchestrated a phenomenal 20% reduction in time-to-fill through ingenious sourcing strategies to fulfill non-IT requirements, showcasing a commitment to rapid and efficient recruitment.
- Fostered candidate relationships, contributing significantly to the growth and success of client organizations.

#### Lead Recruiter & Account Manager

May 2022 – Mar 2023

American Business Solutions Inc | Lewis Center, OH

- Acted as the single point of contact to provide clients with a high-value and expedient service delivery experience.
- Responsible for full life cycle recruiting including direct sourcing activities, preliminary phone interviewing, and negotiation of compensation packages. Interviewed candidates for C-level and Vice President.
- Delivered high-value service, securing impactful C-level and Vice President candidates, and elevating client leadership teams.

- Stayed ahead of industry trends through comprehensive market research, ensuring a proactive approach to talent acquisition.
- Trained new hires about the company, clients, and working terminologies like US visas, US taxes, US & Canada demographics, and taxes.
- Reference checking for the candidate to ensure their authenticity and relevance. Verification of different VISAS in US-H1B/USC/Green Card/OPT/EAD-etc.

### Technical Recruiter

Jan 2022 – Mar 2022

Resource Logistics Inc. | East Brunswick, NJ

- Achieved an outstanding 30% increase in successful placements, strategically leveraging candidate sourcing and streamlining recruitment processes.
- Collaborated closely with hiring managers to understand technical requirements, ensuring alignment with organizational goals.

### Lead Technical Recruiter

Jan 2020 – Jan 2022

Ashtech Solution | Noida, India

- Led impactful technical recruitment efforts, fostering enduring relationships with key clients and implementing enhancements in the reference-checking process for unparalleled authenticity.

### Senior Project & Operations Manager

Mar 2020 – Jan 2023

HTNN International | Punjab, India

- Led with versatility as a Dual Project Manager and Scrum Master, overseeing all facets of production, quality, safety, and personnel.

### Retail Manager

Mar 2011 – Nov 2019

MS A To Z Communications | Uttarakhand, India

- Upheld store stability and reputation through effective operational management, staff training, and customer-centric approaches.

## EDUCATION & CERTIFICATION

### B.Th. – Theology (Eschatology)

2022

Emmanuel Bible Seminary | Chandigarh, India

### Lean Six Sigma AI Yellow Belt Certification

The Council for Six Sigma Certification (CSSC)

### Tech Recruitment Certified Professional

DevSkiller

### Employer Branding Certification

Hirist

## TECHNICAL PROFICIENCIES

### Data Analysis & Visualization Tools

SQL | MS Excel | MS PowerPoint | Tableau

### Document Management & Saving Tools

OneDrive | Google Suite | Microsoft Office | Outlook | Slack | Notion

### Prompt Engineering Tools

ChatGPT | Gemini

### ATS and CRM

Ceipal | Jobdiva | Oorwin | Bullhorn | PyjamaHR | Loxo | HubSpot