

ANSHUL SARAN
HR Corporate Recruiter/Generalist

CONTACT

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LinkedIn-

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Location: Delhi

PROFILE

Human resource recruitment professional with 3.4 Years of experience of Screening & short listing candidates in IT Sector (IT Staffing and Consulting) and non-IT sector also, aiming to use my experience to effectively fill the recruiter role in your company.

EXPERIENCE:

**Cambay Healthcare LLC – Noida (WFH) Sep 2023 to Present
(IT staffing and Consulting)**

Position: Sr. Talent Acquisition

Currently working into end-to-end recruitment for In House hiring & Corporate Recruiter. Expertise in the areas of Screening, Sourcing, Recruiting, Telephonic Interviewing, coordinating, online interviews Coordinating, Face To Face interviews, follow up.

Proficient with the tools for searching relevant profiles like LinkedIn (Personal and Recruiter lite Version), LinkedIn Free X-ray search, Naukri Portal Tools & References etc.

Expert in Head Hunting for Niche Profiles like US IT Technical Recruiter, Technical Recruiter, Immigration Sales Executive, w2 Recruiter for US Staffing, AWS ETL Developer, Business Central Associate, Azure Pre-Sales Architect, General Ledger Accountant, IT Recruiter, Account & Delivery Manger, Healthcare Recruiter for US Staffing, Java Developer, Python Developer, UI Developer, Laravel Developer.

Virtuoso Consultancy-Delhi (WFH)| March 2023 – Sep 2023

Position: HR Recruitment (IT Sector)

Full life cycle experience in Recruitment- Resourcing, screening, short listing resumes through various job portals(Naukri, LinkedIn and references), internal reference, Communication with clients. End to end recruitment also. IT and Non-IT sectors.

Skill set work on IT sector -JAVA Developer & Team lead, Python Developer, Sales force Developer & QA, .Net Developer, Node JS Developer, .Net+ Angular, ASP .Net, Angular Developer, Business Annalistic, UI/UX Developer, MSBI Lead, Full stake Developer, QA Automation & Manual, PHP developer. Developer, QA Automation & Manual, PHP developer.

Non IT sector- FMCG, Logistics, Fintech, Manufacturing.

Jay Gauri Projects (I) PVT LTD.(WFH)| Dec -2021 – March 2023

Position:

HR Recruitment (Non IT Sector- Oil & Gas) & HR Support/Generalist

Having end-to-end recruitment experience and Sourcing relevant candidates as per Job Description. Using excel maintained and organized numerous office files & Worked for a well-known client and supporting them to close their positions.

HR Support & Generalist

Preparation of wage compliance sheets

Compliances of wages (PF, EPF, monthly compliance checklist form, compliance undertaking forms

Generation of ESIC and UAN (EPFO) number.

INTERNSHIP August 2021- November 2021

3 months internship at M/s Sanmarg Projects Pvt Ltd, Noida for recruiting the personnel in various field in Oil & Gas Projects.

PROFESSIONALSKILLS

IT Recruitment

Non-IT Recruitment

In House Hiring

Corporate Recruitment

Communication Skills

Interpersonal Skills Organized

Time management Fast learner Motivated

TECHNICAL SKILLS

Screening, Sourcing, shot listing, Interviewing, end to end, Job-Posting, MS- Excel, Google Spreadsheets, Share Point, ATS Software Tool, Boolean Search, Negotiation, MSWord, MS PowerPoint, MS Outlook
Job Portals: Naukri, LinkedIn, LinkedIn X-Ray Search, LinkedIn Recruiter Lite

ACADEMIC QUALIFICATION

MBA- Human Resource:

MBA (HR) : Skkim Manipal University (2015-2017)

Graduation M.A. & M.phil (Psychology): Rajasthan University.