

Vani Kandavelli

Human Resource Recruiter



2 Years 0 Month



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Profile Summary

Helping Engineers Land Dream Jobs Across Europe & Beyond! Sourced top talent on LinkedIn & Bullhorn for diverse engineering roles (renewables, construction, etc.) Conducted interviews across Europe, UK & India to find the perfect fit. Progressed candidates through all hiring stages. My expertise covers diverse engineering roles in IT, renewables, construction, industrial, oil & gas (onshore & offshore), and automotive. I understand the specific needs for Mechanical, Polymer, Electrical, and Eplan Draftsman positions.



Education

MBA/PGDM, 2023

Sapienza University of Rome

B.B.A/ B.M.S, 2019

Villa Marie PG College for Women, Hyderabad



Work Experience

Oct 2022 - Aug 2023

Human Resource Recruiter
EngineerX

- Managed all aspects of recruitment, from requirement analysis to interview & salary negotiations. - Planned & executed recruitment strategies, overseeing shortlisting to candidate closure. - Sourced candidates through diverse channels (internal DB, job boards, networking). - Utilized internal reference programs to identify high-potential candidates. - Maintained comprehensive recruitment trackers for data-driven decision-making. - Conducted (80+) extensive technical interviews across India, Europe, and the UK for diverse engineering roles in IT, renewables, etc - Planned and executed onboarding programs for new interns. - Fostered a positive and inclusive work environment for multicultural teams. - Developed and implemented sourcing strategies to expand talent pool. - Improved job descriptions to attract top candidates (published on EngineerX). - Collaborated with hiring managers throughout the recruitment process. - Revamped



Key skills

- Recruitment Training
- Recruitment Selection
- Sourcing Strategy
- Interviewing
- Interviewing Techniques
- Salary Negotiation
- Analytical Skills
- Talent Sourcing
- Hiring
- Talent Management
- Performance Management
- HR Policies
- Industrial Relations



Personal Information

City **Hyderabad**

Country **INDIA**



Languages

- telugu
- hindi
- English
- Italian

company website to improve user experience and recruitment results. - Created a business dashboard to optimize recruitment process and team performance. - Contributed to and implemented HR initiatives that improved people, management, and business performance. - Good understanding of the Belgian payroll, pricing models, taxation

Sep 2019 - Dec 2020

Representative, Talent Acquisition

Concentrix

Responsible for assisting with the administration of recruitment programs. Sourced candidates on social networks and niche platforms (LinkedIn and Naukri), posting job vacancies. Review candidate applications to identify high-potential candidates. Receive, screen, and file incoming resumes, background, and reference checks. Assisted with scheduling initial screening interviews and coordinating with hiring managers. Ensured the maintenance of accurate and concise records and reports concerning all phases of the recruitment process, working within the Applicant Tracking System (ATS) and HRIS tools. Assessments to prospective applicants, as necessary. Worked with the product development team to maintain and enhance the content management system. Handling employee complaints efficiently. Assisted the (Senior) HR Business Partner in collating and analyzing HR information, monitoring HR activity against key performance metrics.



Projects

2 Months

Feel@Rome

Helping foreigners that moved to Rome and have no knowledge of Italian language

APP/website that gives you access to all the information you need to start a life here in Italy