

KANCHAN KUMARI

RECRUITMENT SPECIALIST

MOBILE

(+91) 7503340092

EMAIL

kanchankumarit23@gmail.com

LOCATION

Noida, INDIA

EXPERIENCE

3 Years



PROFILE SUMMARY

Experienced IT Recruiter with 3 years of proven success in sourcing and placing top IT talent. Skilled in candidate assessment, technical interviewing, and client relationship management.

Proficient in utilizing recruitment tools and industry knowledge to efficiently meet hiring needs. A strong communicator focused on delivering results in fast-paced environments.

Recognized for expertise in identifying and attracting high-quality IT & Non - IT professionals.

KEY SKILLS

- Talent Acquisition
- Client Relationship Management
- Technical Recruitment
- Human Resource
- Diversity Hiring
- Negotiation
- Screening
- Negotiation Skills
- Interviewing
- Offer Generation
- End to End Recruitment

WORK EXPERIENCE

Recruitment Specialist

upGrad

Apr 2024 - Present

- Involved in Internal Hiring, Generated offer letter, Coordinated in documentation, Induction & Orientation.
- Majorly worked niche positions : PingFederate, SailPoint, Equity Research with Various Sectors and qualification, ASM, ACM for various location like Kolkata, Bhubaneswar, Chennai.
- Implemented innovative strategies to improve efficiency in filling open positions.
- Specialized in IT, Non – IT & BFSI Hiring and Sourcing for a diverse range.
- Utilized platforms like Naukri, LinkedIn, and Instahyre for effective candidate sourcing.
- Conducted initial screenings to assess candidates' suitability, including attitude, qualifications, experience, and communication skills.
- Maintained daily, weekly, and monthly trackers for efficient recruitment & Client management.
- Coordinated interview schedules and facilitated complete interview rounds for candidates.
- Help teammates to source quality profiles also review their shared profiles & collate them to share with the Hiring Manager or Client.
- Clients : Crisil, Tata AIG, Tata Capital, Metlife, Axis Finance, Motilal Oswal, BNP Paribas, Magic Bricks.

- It Recruitment
- Sourcing
- Boolean Search
- IT/ Non-IT /BFSI /Financial proficiency
- Market Knowledge and Industry Trends

Relationship-building

LANGUAGES

Hindi

English

SOCIAL LINKS

[linkedin.com/in/kanchan-kumari-0b3764154](https://www.linkedin.com/in/kanchan-kumari-0b3764154)

ROLES WORKED ON

Engineering Manager | Engineering Lead
 | Equity Research | Equity Research |
 Credit Research Analysis | ASM
 Emerging Corporate | Android/IOS
 Developer | Technical Architect |
 PingFederate | Sailpoint | Market Data
 |Android/IOS Developer | Technical
 Architect | PingFederate | Sailpoint |
 Market Data | Mern /Backend /Frontend
 Developer | Sr. Software Developer |
 Product Manager | Java Developer |
 Angular Developer| Engineering Manager
 | Devops Engineer| Software Testing |
 Network Engineer | Data Scientist |
 Business Analyst | SQL Developer |
 Python Developer | Data Analyst | Cyber
 Security | ServiceNow Developer | QA |
 SDET | IT Hiring | Non IT Hring | BFSI |
 Financial Services

Senior Technical Recruiter (IT Recruitment)

Success pact Consulting Pvt. Ltd.

Feb 2023 - March 2024

- Developed and implemented effective recruiting strategies to attract, screen, and select high- quality candidates within the IT industry.
- Managed end-to-end client relationships, serving as the primary point of contact for key clientsand ensuring their satisfaction with our products and services.
- Collaborated closely with clients to understand their hiring needs, business objectives, and company culture.
- Drove and executed comprehensive search strategies to recruit senior and niche candidates within limited candidate spaces.
- Client – Nykaa, Amazon, Fyers, Synaptic, Goguardian, Allen Digital, Zevo 360.

Recruiter – Senior Technical Recruiter

Hiyamee Pvt Ltd

Jan 2021 - Dec 2022

- Executed end-to-end recruitment processes, encompassing headhunting, sourcing, screening, shortlisting, and interview scheduling.
- Led and coordinated weekend drives, managing scheduling, follow-up, and serving as a backup interviewer during critical stages.
- Successfully led and handled team of 4 to 5 members during high-stakes interview carnivals, demonstrating strong leadership and organizational abilities.
- Clients – Wipro, Mphasis, Altimetrik, IBM, Coforge

EDUCATION

MBA – HR & Marketing

2023

Swami Vivekananda Subharti University

Bachelors of Arts & Humanities

2021

Delhi University