

# Akash Rawat

## Talent Acquisition Specialist

📍 Delhi NCR / Punjab ✉ akkiraw1@gmail.com 📞 8743845874 🌐 Akash Rawat 📅 05/07/1995

🔗 Single

### PROFESSIONAL EXPERIENCE

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#### Senior Executive-HRBP Plant HR

*International Tractors Limited- Sonalika Group*

07/2023 – present  
Hoshiarpur, Punjab,  
India

- Responsible for end-to-end recruitment, including job analysis, sourcing profiles, screening candidates, scheduling interviews, providing feedback to candidates, verifying documentation, negotiating salaries, extending job offers, coordinating and conducting background verification through a third party, arranging accommodations for new hires, facilitating onboarding, and handing over to the department.
- Screening & Sourcing profiles with strategic recruitment from various channels like naukri.com, LinkedIn, references, job postings, campus drives, and conducting walk-in drives to successfully close the profiles.
- Excellent knowledge of **Automobile sector profiles at the plant level** like R&D, Operations, Quality, Maintenance, business excellence, Manufacturing Engineering, and Industry 4.0 Projects, Safety Officers etc.
- I am successfully closing **10** openings per month.
- Currently handling **450+** manpower as an HRBP.
- Having experience in hiring for **multiple business units** like Research & Development, Vendor Development, SCM, Stores, Logistics, Projects, maintenance, Purchase, Quality, Cost Engineering/ Strategic Sourcing, Personnel & Administration, Projects & Materials(Indirect Purchase), Finance & Accounts, Legal department.
- Successfully hired 31 manpower for **DRAS Engineering Pvt. Ltd.(new foundry greenfield project of Sonalika group)**.
- Successfully closed multiple retentions.
- Successfully handling employee Grievances for the multiple SBU's
- Successfully managing and updating **Organization charts** with manpower summary for the above-mentioned departments.
- Successfully closing up to mid-senior level profiles.
- Working with Learning & Development champions to get the **TNI(Training need Identification)** data by providing up to date manpower data and scheduling meeting with the HODs and collect rating from the concern HODs for the specific training needs to contribute for the success of **TPM implementation**.

#### Talent Acquisition Executive

*The Hi-tech Robotics Systemz Limited(Crekk ingenious solutions pvt ltd Payroll)*

02/2023 – 07/2023  
Gurugram, India

- Previously worked in the EDS department where I was looking after **end-to-end recruiting** for different OEMs like **CNH(Pune/Indore/Noida), Hero Motocorp(Neemrana/Jaipur), Emerson(Pune), Mauto Mobility, etc.** on THRS Payroll.
- Successfully handled salary negotiations with selected candidates before releasing the offer.
- Successfully managed the day-to-day data in **Ms. Excel/ Google Sheets**.
- Maintained a deep understanding of the third-party recruiting landscape, including emerging trends and best practices, to continuously improve the company's hiring processes.

#### HR Recruiter

*ventures HRD centre*

06/2022 – 02/2023  
Delhi, India

- Having a good hands on experience working on Naukri and LinkedIn.
- Successfully managed the day to day data in Ms Excel.
- Successfully helped 45+ Candidates to land a job in different MNC's.
- Successfully Screened 1500+ candidates for more than 25+ Profiles for different MNC's like Suzuki, Fiat, Hero Motocorp, Panasonic, TVS, Adani Solar Etc.

## Chat Executive

07/2020 – 03/2021

### Nature Technologies

- Successfully Handled **70+** Live Chats on the Regular Basis
- Assisted **1000+** Customers with Precise Knowledge of Available Automobiles with Specifications
- Guided **1000+** Customers to Book their Service and Test drive Appointments via Facebook, Marketplace and Dealer's Websites
- Generated Leads with an Accuracy of more than **60%**

## EDUCATION

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### Bachelor of Engineering (Automobiles)

Chandigarh University

07/2015 – 07/2019

India

### PGDM

IMT Ghaziabad

12/2022 – present

Ghaziabad, India

## SKILLS

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### Stakeholders Management

Successfully managing multiple SBUs/departments as a HRBP.

### Training & Developmental Skills

Planned Training and Development Sessions for the Team during Projects to Harness Maximum Productivity.

### Talent Sourcing

Certified Professional in Talent Sourcing with Good Knowledge of Technicality of Sourcing Top Talents.

### Profiles Screening

Successfully acquired good skills of screening the profiles. Having expertise in engineering profiles

### Employee Engagement

Certified SHRM professional wherein learnt about

Employee Engagement.

Participated in multiple employee engagement activities to boost the morals of the employees

### Recruitment

Certified Technical Recruiter wherein acquired Knowledge about the Roles and Responsibilities of a Technical Recruiter.

### Communication

Interacted with 70+ clients on a daily basis.

### Salary Negotiation

Having experience in salary negotiations with candidates.

### Job Analysis

Doing the job analysis with the stakeholders regarding the requirements.

## CERTIFICATES

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### Society for Human Resource Management (SHRM)

Basic concepts in Human Resource Management

### Professional Human Resource (PHR)

Explain how HR Professional Trust With Employees, Defining the concept of "managing up"

### Technical Recruiting

Learnt the Roles and Responsibilities of a Recruiter.

### Talent Sourcing

Learnt the Technicalities of Sourcing Top Talent.

## COURSES

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### Human Resource Foundation and Employability Skills

Expertrons

05/2022 – 06/2022

## **CURRICULAR PROJECTS**

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### **GKDC (Go-Kart Design Challenge):**

07/2015 – 07/2019

Designed Go-Karts for Racing Automobiles with Automatic Transmission.

### **Hardtail Bobber Project**

11/2018 – 12/2018

Organized to work as Team Captain of 20 Participants wherein Assembled the Chassis.

### **Aerodynamics**

11/2018 – 12/2018

Formalized an attachment to the storage unit on the fuel tank for Long Route Rides with the incorporation of aerodynamics.

## **CO-CURRICULAR ACTIVITIES**

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### **Martial Artist**

- Bagged Silver Medal in ADCC India Open (2019).
- Won the HFC Lightweight Amateur Tournament (2019).
- Participated in the All India Mixed Martial Arts Association(AIMMAA) Competition (National Level) in Delhi (2018).