

# HIMANSHU BISHT

HR RECRUITER

## EDUCATION

Dyal Singh College

2016/06 - 2019/07 BA program

I am highly Motivated towards my work


Schooling from kendriya vidyalayan INA colony


- 2016/04 Arts and Humanities


## OBJECTIVE

Accomplished human resources professional seeking to leverage extensive knowledge of sourcing, screening Recruitment and positive communication in a HR recruitment profile that works directly with candidates and ensures a positive experience with the company

## ABOUT ME

 Plot Number 26 Avatar  
Vihar Mohan Garden  
Gandhi chowk uttam

 9654772151

 himanshuhhh90@gmail.com

 Single

 IN Indian

## EXPERIENCE


Engineers india Limited

2022/02 - 2023/02 HR Assistant

Experience in talent acquisition and staffing strategies and ability to source, attract, and hire top talent effectively. Showcase my proficiency with HR software and applicant tracking systems in resume.

Source and recruit candidates through job postings, job boards, social media, and other recruitment channels

## SOCIAL

 [instagram.com/](#)


 [twitter.com/](#)


 [linkedin.com/](#)


## INTEREST

 Football

 Yoga


 Biking

 Travelling


 Photography

 Hiking

## SKILL

Screen resumes and applications, conduct phone interviews, a 

## LANGUAGE

English, Hindi 

## Brightway HR

2023/11 - 2024/04

Recruitment Associate

Screen resumes and applications, conduct phone interviews, and assess candidates' qualifications

Schedule and coordinate in-person interviews with hiring managers

Participate in job fairs and other recruitment events

Maintain accurate records of all recruitment activities

Develop and implement recruitment strategies to meet organizational goals

Provide feedback to candidates on their applications and interviews

Negotiate job offers and coordinate onboarding activities

Monitor and analyze recruitment metrics to identify areas of improvement

Stay up to date on labor laws and regulations