

Ayushi Gupta



Contact

Noida, India

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jobsforayushi98@gmail.com

Skills

- Talent Acquisition
- Client Relationship Management
- Technical recruitment
- Human resources
- Placements
- Bulk hiring
- Diversity Hiring
- Negotiation
- Screening
- Negotiation Skills
- Interviewing
- Excel proficiency
- IT Recruitment
- Sourcing
- Boolean Search
- Behavioural Interviewing
- Technical skills, proficiency
- Market knowledge and industry trends
- Relationship-building

Summary

Experienced Recruiter with 3+ years of proven success in sourcing and placing top IT and Non 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 professionals.

Experience

Sr. Associate - IT Recruitment

upGrad | Noida, India | Apr 2022 - Current

- **Sourced top candidates for diverse IT roles**, utilizing innovative strategies to enhance recruitment efficiency.
- **Expert in talent acquisition for IT positions**, with a focus on permanent staffing and a track record of success in filling challenging roles.
- **Proficient in identifying and recruiting diverse IT professionals** through platforms such as Naukri, LinkedIn, Ceipal, and Xopa.
- **Conducted thorough initial screenings** to evaluate candidates' qualifications, experience, communication skills, and cultural fit.
- **Skilled in resume screening and filtering**, ensuring high-quality matches to client requirements.
- **Provided candidates with detailed briefings** on job profiles, salary packages, and company information to set expectations.
- **Maintained accurate daily, weekly, and monthly recruitment trackers** for efficient management and reporting.
- **Coordinated interview schedules and managed the interview process** from start to finish, ensuring a smooth experience for candidates.
- Reviewed work of junior associates, identified knowledge gaps, corrected mistakes and recommended changes to prevent future mistakes and improve performance.

Education

Indira Gandhi National Open
University (IGNOU)
M.Com: Commerce
01/2022

Dr. B.R. Ambedkar
University Agra
B.Com: Human Resources
01/2020

CBSE
12th: English
01/2017

CBSE
10th: English
01/2015

HR Recruiter (Non-IT Recruitment)

IFANglobal | Jan 2022 - Apr 2022

HR Intern

trans4mation AI

Languages

Hindi:

English:

Custom Section

<https://www.linkedin.com/in/ayushi-gupta-76580020a/>

Roles Worked On

Sr. Software Developer | Asp. Net | Java Developer | Quality Analyst | Full stack Developer |
Mern /Backend /Frontend Developer | Angular Developer| SAP consultant | DevOps Engineer|
Software Testing | Network Engineer | Sr. Data Scientist | Business Analyst | SQL Developer |
Python Developer | Data Analyst | Cyber Security | IT Helpdesk | Business Development |
ServiceNow Developer | Engineer | Project Manager | Operations Manager | Marketing
Specialist | Administrative Assistant | Customer Service Representative | Sales Manager |
Financial Analyst | Account Manager | Logistics | Content Writer | Graphic Designer | Legal
Advisor | Supply Chain Manager | Product Manager and many more niche roles.