

Shivangi Agarwal

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Contact No. – 6397611700

Objective:

Utilizing my knowledge and skills to prove worthy for the organization and acquire a prestigious position through loyalty, hard work, devotion and accomplishment of assigned tasks.

Education:

M.B.A. (HR & Finance)	M.B.A. with 80% from Galgotias' Institute of Management & Technology, UPTU
B. Tech	B. Tech with 80% from Amity University, Noida
12th	Passed from CBSE Board with 80%.
10th	Passed from CBSE Board with 83%.

Career Summary:

Presently working with Cognizant Technology Solutions (Off-roll)

DESIGNATION : Associate (Recruiter)
DURATION : March 2022 to Till Date

- Associated with Intuitive Operations & Automation (IOA) vertical catering to clients from multiple industries (Communication & Media, AI, Medical Devices & Healthcare etc.)
- Responsible for Sourcing & Screening of potential candidates through traditional & non-traditional methods (Job Portals, Vendors, Employee Referrals, LinkedIn, Head Hunting, etc.)
- Actively involved in end-to-end recruitment process for multiple projects. (Sourcing Profiles, Lateral Hiring, Volume Hiring etc.)
- Worked on ATS (Oracle, Taleo) , CRM (Phenom) and Beamery.
- Trained & certified on SAP SuccessFactors Employee Central module. Have sound knowledge of provisioning & instance system in SF. Good understanding on Data Models, MDF, RBP, Picklist, Workflows, Event Reasons etc. Performed basic activities on SAP server.
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Career Break- October 2018 - February 2022 (Maternity+Childcare)

Earlier worked with People Connect Placement Pvt. Ltd.

DESIGNATION : Associate Consultant (Recruitment)
DURATION : January 2017 to September 2018

- Worked for various clients from multiple industries for their mid-senior and senior requirements pan India.
- Proficient in working with job portals: **Naukri & LinkedIn**
- Taking preliminary interview of the schedule candidates/screening of candidates.
- Handling Ad-hoc Queries.
- Negotiation on compensation and terms of conditions.

Earlier worked with JK Technosoft Ltd

DESIGNATION : Executive – Resourcing
DURATION : January 2016 to June 2016

Worked as a part of T&D (Train and Deploy) Module for HCL Technologies

- Responsible for sourcing candidates in bulk through portals, referrals and other creative means.
- Taking preliminary interview of the schedule candidates/screening of candidates.
- Responsible for Induction and on-boarding.
- Assisting in Evaluations and Final Deployment.
- Handling Ad-hoc Queries and Grievances.
- Act as a Single Point of Contact for newly acquired candidates.

Started professional career with Indiamart InterMesh Ltd. (Popularly known as Indiamart.com)

DESIGNATION : BDE/Sr. BDE
DURATION : January 2014 to December 2015

- Responsible for Online Business Promotion for Existing clients.
- Managing Client’s Business Catalogue on internet.
- Perform keyword research in coordination with client business objectives to optimize existing content and uncover new opportunities.
- Interact with internal and client teams.
- Respond to ad hoc requests from the clients.
- Responsible for Retention and Renewal of contract for existing clients.

Professional Achievement:

- Received certificate of “Medal of Pride” – April 2015
- Received certificate and appreciation for being “IndiaMart App Star”
- Received Certificate of Participation for “IM Success Express-Leading Self”

Software Expertise: Proficient in MS Suite (Excel, Word, Powerpoint, Outlook).

Personal Profile:

Name : Shivangi Agarwal
Date of Birth : 14th February, 1990
Marital Status : Married
Nationality : Indian
Strengths : Positive Attitude, Optimistic, Team player, Ambitious
Phone No. : 6397611700
E-mail : shivi.ag19@gmail.com
Permanent Address : 32/1, Begum Bagh, Meerut/ L-250, Shastri Nagar, Meerut

I certify that the statements made in this resume are true and correct to the best of my knowledge and understand that falsification of this information could result in termination of my employment.

Date:

(Shivangi Agarwal)