

CAREER OBJECTIVE

To obtain a position that will enable me to use my strong organizational skills, educational background, and ability to work well with people.

EXPERIENCE

- **Million Talents India Pvt Ltd** *Aug 19th 2018 - Oct 8th 2019*
Senior HR Specialist

Role:

1. As a Senior HR specialist I was handling a team of 10 people under me.
2. I was majorly dealing with 3 clients
3. Mainly into non IT recruitment
4. Meeting with the client
5. Taking first round of interview
6. Client Co ordination
7. Onboarding formalities

- **BYJU'S** *Nov 8 2019 -*

Recruitment Manager
Role:

As a Recruitment Manager I'm responsible for taking the first round of interview via zoom and sending them Across to the sales managers.

More into end to end Recruitment , including screening, sourcing, taking the interview, issuing the offer letter

Mainly hiring for sales role such as Business development associate and Business development managers

Currently handling a team of 4 people under me

EDUCATION

- **Acharya Institute of technology**
Masters of business administration
60%
2018
- **Sahyadri College of engineering and technology**
BE
65%
2016
- **Chovva HSS**
+1/+2
85%
2012
- **CHM HSS**
SSLC
92%
2010

TECHNICAL SKILLS

- 1. MS Office 2. CAED 3.FEMAP

ACHIEVEMENTS & AWARDS

- Twice Won the employee of the month award For maximum selection

INTERESTS

- Training and Development
- Employee Life Cycle Management
- Recruitment

ACTIVITIES

- Singing
- Reading

PERSONAL PROFILE

- Date of Birth : 16/04/1994
- Marital Status : Single
- Nationality : Indian
- Known Languages : English, Malayalam, Tamil, Hindi

DECLARATION

I here by declare that all the information provided here are Well and true to my knowledge

SOUBHAG SUDHY K V