

ARTI BABAR

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Career Objective

Seeking a challenging career in a reputed firm where I can put my **Technical skills** and enhance the overall **database** knowledge to help the Company in increasing its productivity.

Summary

- Looking for Fresher/ Entry Level job as Sql Developer, Data Analyst, Tableau Developer or Business Intelligence Analyst roles.
- Beginner in Sql, MySQL 8.0, DBMS, Data warehousing techniques, Tableau, Data Analysis
- Pursuing following certification.
 - IBM Data Analyst Specialization Certification Coursera (Pursuing)
 - SQL for Data Analysis: Beginner MYSQL Business Intelligence
- Having 2+ years of Past experience in Human Resource field with a demonstrated history of working in the In-house Technical Recruitment.
- Having experience in Human Resource field with a demonstrated history of working in the Recruitment and Outsourcing Industry. I am enthusiastic and work with persistence and determination.
- Excellent communicator with a strong work ethic, dedicated to building and strengthening relationships with clients, vendors, colleagues, candidates, and management.
- Experience with Job boards, social networking tools, local organizations websites, discussion groups, and public and proprietary resume databases.
- Experience with Strong Boolean Logic skills.
- Experience with sourcing, recruiting, and screening Strong ability to work effectively on cross-functional teams.
- Excellent recruiting background with a hands-on approach working with the largest Domain in IT i.e., Finance, Automobile, BFSI, Retail, Manufacturing, Healthcare, Medical, Marketing.

Recruiting Technology, Methods and Tools Used:

OS	Windows 98/2000/XP/Vista/7/8/10
Applications	Word, Excel, PowerPoint and Outlook
Job Portals	Linkedin, Indeed, Naukri.com, Shine, Monster, Google Jobs, Glassdoor, Linkup, Seek.com, CareerBuilder, Freshersworld, etc.
Recruiting Methods	Full Life Cycle Recruiting consisting of Sourcing, Researching, cold calling, Headhunting, Resume Mining, Interviewing and Recruiting.
ATS	Taleo , MNH(MyNextHire)

TECHNICAL and KEY SKILLS:

MySQL, Relational Database, Database Queries, SQL, Database, Queries, PL/SQL, Microsoft SQL Server, Database Design, Database management System (DBMS), Join, Stored procedures, Triggers, Tableau (Beginner), Data Analysis, Microsoft Word, Microsoft PowerPoint, Microsoft Excel, Troubleshooting, Sourcing Specialist, Technical Recruiting, Screening Resumes, Sourcing, Interviewing, Job Search.

EXPERIENCE:

**Technical Recruitment Consultant
Abzooba India Infotech Pvt. Ltd.**

**Feb 2021 to Oct 2021
Pune, India**

Responsibilities:

- To source job Leads (Junior to Executive Level) via job boards, web crawlers, search engines, social networking tools, etc. to ensure 100% client satisfaction.
- To screen jobs to ensure client's qualifications meet open positions and will then send it across to the clients
- Involved in implementing various sourcing techniques and work on advanced passive tools to cater to the client needs.
- Effective use of Boolean operators to create complex search strings to tap niche job leads.
- To identify appropriate jobs leads for the clients/candidates from various countries and demonstrate advanced sourcing techniques to tap niche job leads.
- Strong team contributor and collaborator partnering with seniors and leads on developing new search ideas.
- Hired on Different technical Skill such as Big Data Engineer, Data Scientist, Java Developer, Python Lead, Tableau Developer, ETL Developer.

**Technical Recruiter
Xoriant Solutions Pvt. Ltd.**

**Dec 2019 to Jan 2021
Pune, India**

Responsibilities:

- Sourcing and Screening as per Requisition. Uncover passive and active candidates through data mining and networking.
- Developing diverse talent pipelines.
- Work with Recruiting and HR department to extend offers of employment to selected candidates under the direction of the hiring managers and within Company guidelines.
- Creating Social media Job Templates to publish on various platform.
- Worked on Various Technical Skills to recruit such as Java, Dot net, UX Designer, Python, Devops, UI Developer.
- Responsible to handle all the Employee referral and Social networking profiles and keep record of it.
- Worked on various technical recruiting Drive for bulk Hiring, Lateral Hiring.
- Responsible to Hire for client such as CITI, Ellemae, KPMG, Accord, OpenGov.

Responsibilities:

- Recruiting candidates for different positions for leading Global IT Companies. Proficient Experience on Sourcing profiles through various channels & Job Portals like Naukri & Monster, LinkedIn, Social media, Employee Referrals, and Internal Database.
- Scheduling candidates for interview and walk in drive at various locations and following them up effectively so that they do not back-out. Replacing the back-outs if any.
- Schedule interviews, co-coordinate with the shortlisted candidates for next levels of interviews till closure.
- Following up with candidates from scheduling interviews and selections to till Joining.
- Coordinating Walk in interviews for candidates attending walk in interviews within the time.
- Maintaining Database of all the profiles which is submitted, and which is selected & Rejected by clients.
- Worked on MNC, Mid scale and Small-scale Clients. I have recruited on Profile such as Java , Dot Net ,Angular , Android ,Ios ,Linux Admintrator ,Technical Support ,Front end Devloper .

CERTIFICATIONS & COURSES:

- IBM Data Analyst Professional Certificate Coursera (In progress).
- SQL for Data Analysis: Beginner MYSQL Business Intelligence
- UX/UI Certification from Felix Institute

EDUCATION:

- Pune University (SPPU) ■ Bachelor of Engineering, Computer Science ■ 2014 - 2018
- HSC ■ SSVM, Aundh ■ 2014
- CBSE ■ Kendriya Vidyalaya RHE ■ 2012