

MANISH RAI

E-mail: manishrai28@gmail.com

Experience Level-> 9-10 Years

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US Recruitment / Staffing

Strongly experienced engineer with analytical thinking skills and a proven track record for accomplishing aggressive schedules in fast paced product life cycles. Currently seeking a position in a growth-oriented organization where my professional experience and skills will make a positive contribution towards professional growth and development. Experienced Engineer that is resourceful and creative. An Engineer that is focused on maintaining and improving processes and systems that encourage creative and strategic solutions to organization needs. Considerable time spent aligning organizational goals with projects and initiatives. Working to bring out the fullest potential of the individual or team in order to deliver results that achieve organizational goals. Seeking challenging assignments for a career encompassing, personal & professional enhancement along with utilizing my experience and skills in contribution effectively to the success of the organization and improvement of my personal skills.

Career Profile: An Engineering professional with about 10 years of experience who is seeking to find opportunity to work in a positive and challenging work environment that will encourage him to improve and learn new and necessary skills as well as be motivated by the company to do his best for the sake of helping himself and the company advance in the US recruitment/staffing/engineering/IT industry. Aiming to utilize my strong prioritization skills and analytical ability to re-start my career in IT & to contribute value to your organization.

TECHNICAL SKILL SET

Operating Systems: Windows Me/ 98/XP/7/8, Linux (Red Hat Enterprise Linux 5.0), UNIX, DOS 6.0

Technical Skills: SS7 & TCP/IP, CDMA 20001X, GSM, UMTS and IMS, LTE Concepts.

Protocols: SIGTRAN, SCTP, M3UA, SIP, SIP-T, VOIP, IPV6, H.323 and H.328, IPV4.

Networking Skills: Cisco Switches- 2950 Series, routers-2600 & 3700 series,

Media Converters: E1 to TCP/IP, STM to E1

Transmission Media: E1, T1, STM and ATM

UMTS: Release 99, and Rel4, Rel5,

IT skills:

Languages: C, C++, Python, And JAVA, SQL

Packages: MS OFFICE, Notepad++, And Adobe Photoshop

Databases: MS ACCESS, MS SQL, Oracle.

WEB Technologies: HTML, CSS, Java

script

Development tools: Eclipse, Maven, Sublime Text3, GIT Lab

EDUCATIONAL & PROFESSIONAL CREDENTIALS

- **1-Bachelor of Technology** in Computer Science & Engineering with 67% from Dr. K N Modi Institute of Engineering & Technology, MODINAGAR, INDIA
 - **2.-HSC** from Saint AtulAnand convent school (CBSE board) with 68%.
 - **3-SSC** from Saint AtulAnand convent school (CBSE board) with 75% marks.
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PROFESSIONAL SUMMARY

Total Experience Level-> 9-10 years

- B. Tech (Computer Science and Engineering) having 3+ years of experience working as Technical recruiter (HR) in recruitment industry
 - Big Four Consulting Recruiter with 3+ years technical recruiting experience includes sourcing, talent identification and acquisition, social networking, social recruiting, candidate management, sub-vendor relations (C2C), account management and immigration laws and Policies (H1B, TN, OPT)
 - Well-versed in the end-to-end recruiting process; recruited corporate to corporate candidates, W2, 1099, Green Card holders, U.S. citizens, including those positions requiring a security clearance.
 - Specialized in LinkedIn Recruitment, Git Hub and Google Search.
 - Recruited all sphere of IT Technologies viz. Sun Technologies, Microsoft Technologies, ERP (SAP, Oracle applications, PeopleSoft) Data Warehousing (Informatics, Data Stage, Business Objects, Congo's), Unix Administrators and DBAs, Salesforce Architects/Developers
Understanding of ERP, EAI, data warehousing, OOA/OOD, networking and hardware technologies.
 - Sources candidates via job boards (Dice, Monster, and Career Builder, Indeed), LinkedIn Recruiter and various social media sites.
 - Build professional relationships with prospective candidates and maintain strong relations with current and previous employees.
 - Possesses negotiation and closure skills with a strong emphasis on client/candidate relationship management.
 - Experience writing client job descriptions, preparing candidate profile specification and placing recruitment advertisements in applicable print and electronic media.
 - Experienced with complete recruitment life cycle process starting from including sourcing, resume screening/ submittal, negotiating salary/rate and benefits, interviewing. Good Experience in handling Vendor and staffing company. Extensive experience with Sourcing candidates via internet recruiting job boards like, **Monster, Dice, Career Builder and LinkedIn.**
 - Hands-on experience in US Recruitment - hiring consultants of H1B, Green Card, OPT Holders on C2C Norms in various departments of Fortune 500 clients
 - Skilled in Recruitment, Technical & Non- Technical Resume Screening, Event Management, Event Planning, Budgeting, Salary Negotiation, Documentation, Data Management.
 - Performing data maintenance.
 - Create detailed job descriptions and skills matrix for candidates/partners to review and complete consideration.
 - Build and maintain Account Manager and stakeholder relationships to ensure all staffing needs successfully met.
 - Additional administrative duties to include, but not limited to: sending out start paperwork, benefits packages, setting up candidate interviews, verifying security clearance level etc.
 - Good Team player with Interpersonal, Good verbal and Non-verbal communication skills.
 - Excellent communication and diagnostic skills, Complex problem resolution skills and professional approaches.
 - Advanced Excel Formulas, Excel Dashboards, Power Point Presentation, Public Speaking skills
 - 3+ years of experience in telecom industry on different domains as GSM (2G/2.5G/3G/4G) in Customers support for Problem resolution, Planning, Designing, and Dimensioning of network, Network Operations, Maintenance and Support Activities for ZTE equipment.
 - Hands on experience on D900/1800 well versed with Core network components (MSS, MGW, MSC/VLR, CDS, GCS, GMSC, HLR, STP, BSS /VAS /IN/LTE).
 - Involved in deployment of Telecom networks of Rel-4, GSM, CDMA and UMTS networks for ZTE product line.
 - Working **SQL** knowledge and working with relational databases. Extensive working knowledge in Microsoft **Excel**. 2+ years of experience as a System Engineer for LINUX.
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WORK EXPERIENCE

- **Organization: Young Tech Software Private Ltd, Varanasi**

Duration: 03/2020- Till Date

Role: Technical recruiter HR.

Responsibilities:

- Source and screen resumes, conduct phone interviews, recommend qualified candidates to hiring managers for interviews, check references, update candidates on the recruitment process, and negotiate and close desirable candidates in a very competitive talent market.
 - Screening the profiles and scrutinizing the resource by having a brief conversation over the phone and zero in on the right match before submitting the resume to the client.
 - Developed and maintained a network of contacts to help identify and source qualified candidates.
 - Conferred with management and supervisors to identify personnel needs, job specifications, job duties, qualifications and skills
 - Coordinated communications between applicants, clients and managers
 - Use effective resourcing strategies such as Portals Monster, Dice, Internet sourcing, networking, employee referrals, and direct mailing & resume databases.
 - Co-ordinate with other recruiters to ensure that as a team we rapidly identify quality candidates, reduce time to fill, build a diverse candidate database.
 - Experience in supplying Green Card Holders, US Citizens for Contact/Contract to Hire Job Orders with International Clients and closely worked with Hiring & Principal Managers to get the job done.
 - Conducted preliminary interviews per criteria and needs
 - Worked on various requirements and contract positions on W2, 1099 hourly / Salary /Fulltime positions.
 - Coordinated the process of selection and negotiating the salary with perspectives.
 - Maintained close interaction with all hiring managers
 - Research, identify and qualify candidates for client's open IT job positions.
 - Full recruiting life cycle including job posting, candidate sourcing, phone pre-screening, interview, salary rate negotiations, reference checks, head hunting, Referrals, social networking to source passive candidates.
 - Sourcing and screening candidates from various recruiting sources job portals (viz. Dice, Monster, Indeed, Career builder, Tech fetch) and through referrals.
 - Work with hiring managers to define job requirements, outline job postings, and develop new sourcing strategies.
 - Schedule initial interviews and follow up interviews for successful candidates.
 - Source candidates through database mining, Internet searches, direct sourcing, job fairs, community conferences and internal referrals.
 - Collaborate with third party recruiting companies to help source candidates from diverse pools of job seekers.
 - Analyze new recruiting technologies, sourcing tools and interviewing process to improve success rates.
 - Assist human resources in escorting clients to various departments, explaining rules & answering common questions.
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Organization: GITI, Varanasi

Role: Guest Recruiter (Speaker)

Duration: 09/2013-02/2015

Responsibilities:

- Manage full life-cycle recruitment process, including posting jobs, sourcing candidates, interviewing, reference checks and salary negotiations.
 - Involved in US Recruitment - hiring consultants of H1B, Green Card, OPT Holders on C2C Norms in various departments of Fortune 500 clients.
 - Sourcing, screening, qualifying, referral checking, recruiting and selecting candidates for full-time and contractual staffing needs.
 - Use job portals and applicant tracking systems and more preparing them for their current and future assignments. Responsible for reviewing position based on rates, location, duration of projects, auction time, skill set.
 - Excelled in Recruiter role by identifying candidates using creative sourcing methods such as internal database, Job Portals, Internet searches, job postings, applicant referrals, networking, LinkedIn, Facebook etc. Manage full life-cycle recruitment process, including posting jobs, sourcing candidates, interviewing, reference checks and salary negotiations.
 - Hands-on experience in US Recruitment - hiring consultants of H1B, Green Card, OPT Holders on C2C Norms in various departments of Fortune 500 clients.
 - Sourcing, screening, qualifying, referral checking, recruiting and selecting candidates for full-time and contractual staffing needs.
 - Use job portals and applicant tracking systems and more preparing them for their current and future assignments.
 - Responsible for reviewing position based on rates, location, duration of projects, auction time, skill set.
 - Performed full cycle recruiting responsibilities independently and sourcing, negotiating both with clients & candidates, screening, technical interview, reference check and closing deals.
 - Performing all necessary paper works for Contract & Permanent candidates on Corp-to-Corp W2, and 1099.
 - Developed, tracked and maintained recruiting statistics and market responses.
 - Recruit IT professionals in various technologies.
 - Coordinate with sub-contracting companies for prospective candidates.
 - Identifying sources of potential candidates in US market and designing of strategy to meet the targets in different skill categories on time.
 - Screening of profile, taking preliminary phone interview. Conduct Internet search using job boards like hot jobs, Monster, Dice, Yahoo, Google & others.
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Organization: ZTE Telecom India Pvt. Ltd.**Role: MSS Engineer**

Duration: 1/2010 -12/2010

Responsibilities:

- Pilot team member for the launch of commercial ZTE based MSS/MGW network in India.
- Support the O&M team to maintain the INSTALLED network.
- Project Commissioning, Integration, Testing, Operation & Maintenance of CDMA-WLL system like MSC/HLR and HLR.
- Configuration of Software for MSC/HLR, HLR.
- Testing the activation and deactivation of signaling links.
- Testing Location Update, MO and MT calls.
- testing of services like CNIP, CNIR, Call Forwarding and other Supplementary Services.
- maintaining the system and solving the customer complaints. Testing and Analyzing of CCS7, R2 signaling and protocols such as ISUP, TUP, MAP, GSM Call Processing, PSTN Call Processing. Acceptance test of MSC/HLR, HLR and BSS.
- Looking into O&M of 1 GCS,2 SRBT, 5 MSS & 9 MGWs including 3 U-4 MGW's, 1 GMSC.
- immensely involved during commissioning & Installation of 5 MSS & 9 MGWs.
- Change Deliveries implementation activities in all MSC/MSS.
- performing the Patch loading for up gradation or corrective maintenance.
- debugging and diagnosis of complex switching equipment.

Organization: Telecommunications consultants India Limited**Role: GSM core project engineer.**

Duration: 02/2008-04/2009

Responsibilities:

- Commissioning and Integration of MSS, MGW (IPA 2800) for 2G/ Rel-4 Architecture.
- Commissioning, integration and Acceptance testing of Nokia MGW (U3B and U3C), MSS and GCS nodes on DX 200 and IPA2800 platforms.
- Configuration of routers for IP backbone between MSS/MGW
- Configuration of IP data, creation of static routes, creation of VLANs, and integration of routers with OSS and mediation nodes, troubleshooting issues related to router configurations
- Creation of X.25 links for MSS and integration of NEMU of MGW with OSS.
- Support planning division for drafting the source data for R4 CSCN implementation specific to sites
- Provide technical support to the team for IP backbone implementations for R4 MSS/MGW
- Integration of MSC with MGW for data calls service along with IP data configuration.
- Prepare Documentations and white papers, macros for commissioning and integration for R4 network and IP backbone.

Organization: Metrology info system (INDIA) PVT LTD.

Duration: 7/2005-7/2007

Role: System engineer**Responsibilities:**

- Analyzing, reproducing and troubleshooting the issues faced by Red Hat Enterprise Linux users.
- Providing consultation on implementation and configuration of Red Hat Enterprise Linux systems.
- • Setting up test servers and environments to reproduce issues
- • Tracking bugs, reproducing the issue and reporting them to the engineering.
- • Working with engineering group to solve bugs.

- Filing feature requests to get them included in future Red Hat Enterprise Linux releases
- Prioritizing and assigning issues to the members of the team.
- Debugging core dump and crash using GDB crash.
- Kernel and storage issue debugging, troubleshooting and fixing or communicating to Engineering Team.
- Accountable for installation, configuration, upgrade, downgrade, troubleshooting, performance tuning and administration of various control panels including c-Panel.
- Responsible for providing backup.

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PERSONAL SKILLS:

- All skills that were earned by me during more than 10 years of employment on different positions that let me to perform my job in quick and effective manner with or without supervising and with keeping positive and friendly atmosphere in the team

CORE COMPETENCIES

- Team work & cooperation.
- Communication.
- Organizational commitment.
- Achievement motivation.
- Flexibility.
- Peripheral competencies.
- Project management.
- Customer service coordination

IN House Trainings:

1: 3G Training:

2: TCP/IP training.

3: Technical Recruiter training

LEADERSHIP AND ACTIVITIES:

UNSIET/ DBMS, Computer Network: 110 Mentor, College level, one of 10 selected to mentor third year engineering students.

Head Layout Editor, Magazine: Manage a team editors, Design a 45 page of magazine

Publicity Chair, Sudarshana, and KNMIET College: Overhauled publicity to increase event attendance by 127%

Athlete, BHU College, SPARDHA Team: Team ranked 3rd position, Won Bronze Medal in tournament.

PERSONAL DETAILS

Father's Name: J.P RAI

Languages Known: English and Hindi

References: Furnished upon request.....

Thank You

MANISH RAI