**Tarun Raja Kakarla**

Contact No: **91-7013807030**

Email: **ktarunraja@gmail.com**

**Career Objective:**

To succeed in an environment of growth and excellence and earn a job which provides me job satisfaction and self-development and also helps me to achieve personal as well as organization goals.

**Educational Qualifications:**

* **(Bachelors of Technology);** Jawaharlal Nehru Technological University -Kakinada; (**April 2016**) with Specialization in **Information Technology;** Aggregate Score **66%.**
* **(Intermediate);** Board of Intermediate Education; Andhra Pradesh; (**Mar 2012**) with specialization in **Math’s, Physics & Chemistry;** aggregate score **77%**
* **X standard;** State secondary certificate; Andhra Pradesh; (**Mar/Apr 2010**); aggregate score **75%**

**Work Experience**

* Working as a **TAG Associate** with **Teqsar (formerly mFino)** from **Aug 2019 to Present.**
* Worked as a **TAG Associate** with **Saven Technologies (formerly Janya IT technologies)** from **Mar 2018 to Aug 2019.**
* Worked as a **Talent Acquisition Executive** with **Jobslots Technologies** from **Jan 2017 to Aug 2017.**

**Teqsar Private Limited:**

Teqsar is a Fintech company with a configurable platform for Digital Banking, Mobile Financial Services, Payments and Commerce with a mission to power digital transformation to banks, telcos and retailers. Headquartered in Cupertino, California, teqsar empowers financial institutions across the world with a highly flexible, secure and scalable Cloud API Platform that delivers complex functionality quickly.

**Responsibilities:**

* Handled complete end to end recruitment life cycle.
* Managing the recruitment process from sourcing to offer stage, and on boarding.
* Partnering with hiring managers to determine staffing needs.
* Conduct full life-cycle of recruiting including: sourcing, screening, interviewing (phone/video/F2F), and managing offers.
* Actively sourcing and screening potential candidates using References, Social media, Networking sites and Job portals. I.e. Naukri, LinkedIn, behance etc.
* Scheduling interviews
* Coordinate interviews with the technical panel
* Maintain accurate and up-to-date candidate information in our recruiting database
* Joining and Induction formalities
* Assist with the initial onboarding of new team members.
* Managing other HR activities like handling travelling vendors, food vendors and events organized within the company.

**Saven Technologies:**

Saven Technologies is an information technology service provider that specializes in planning, managing and implementing technology-driven business solutions. Through offices in the United States and India, Saven offers technology consulting and outsourcing services. Saven also develops products and reusable components complementary to its services that enhance immediate and measurable value for its clients.

**Responsibilities:**

* Handled complete recruitment life cycle for different type of positions from junior to management level (starting from analyzing the vacancy request and generating talent pool until onboarding qualified candidates).
* Collaborates with hiring managers to understand the hiring needs; reviews job descriptions for vacancies.
* Conduct full life-cycle of recruiting including: sourcing, screening, interviewing (phone/video/F2F), and managing offers.
* Rich sourcing experience by using job boards, social media, database, networks to attract the right talent pool.
* Conduct Pre-Screening interviews of applicants as required
* Scheduling and Coordinate interviews with the candidates and technical panel members.
* Implements effective onboarding and orientation program for new employees
* Maintain active relationships with external vendors and agencies to fulfil hiring needs
* Create and distribute reports for managers.
* Prior experience in working on applicant tracking system (ATS).

**Soft Skills**

* Interpersonal, Leadership, Communication, Adaptability, Problem Solving.

**Achievements**

* Got **Selected** in **Start-up Weekend** Programme conducted by **Google & GBI** at Aditya engineering College.
* Got Participation Certificate in **Ethical Hacking** at Aditya Engineering College.
* Got **Hud-Hud Relief Champion** Award by Aditya Engineering College towards Volunteer Social service to Hud-Hud Effected people.
* Got **3rd Prize** in Paper Presentation at SVCN Nellore on **Cloud Computing Services on Health Care Industry.**

**Extra Co-Curricular Activities:**

* Secured **First Prize** in **Dance** and selected for **AATA** conducted at Tadepalligudem.
* Secured **First Prize** in Badminton Conducted at **Deepthi HIGH SCHOOL**, Kovvuru.
* Secured **First Prize** in Volley ball, Kabaddi at **St. Joseph High School,** Yerrnagudem.
* Conducted **Blood Donation Camp** on Gandhi Jayanti at Samarlkota. And Got Appreciation through AP Dpt. CM.

**Personal Profile:**

Father Name : K. Rama Rao

Mother Name : K. Sujana Devi

Date of Birth : 15th-Aug-1995.

Nationality : Indian

Languages Known : English, Telugu, and Hindi.

**Declaration**

 I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief.

 PLACE:

Rajahmundry  **(Tarun Raja K)**