

John Abhi

Phone: +91 78996 77983

Email ID: johnabhi1418@gmail.com

Career Objective:

To carve out a niche for myself in the area of Technical / IT Recruitment, client delivering, account management by being a competent employee who contributes effectively and efficiently to the organizations growth & prosperity by understanding the organization's mission and strategy through initiative, sincerity & teamwork.

Summary of Expertise:

- More than 12+ years of experience in **full time recruiting process** for US & UK staffing and as well, client handling.
- Full exposure to the International Market Scenario.
- Solid experience with planning & implementing Sourcing strategies.
- Proven success with **Recruiting, interviewing, and offer negotiation.**
- **Short-listing and screening of candidates**
- Excellent knowledge of Internet recruiting.
- Experience working on Contract & Full time positions.
- Worked in the **Sales department and handled clients.**
- Willingness to **learn new things.**
- Highly self motivated with **good communication skills & comprehensive problem solving abilities.**

Professional Experience:

EApps Technologies Ltd

Feb 15 to till date

Account Manager / Recruitment Manager (US, Europe & Internal)

- ✓ Work with client hiring managers and business unit leaders to define and document hiring process.
- ✓ Worked closing with Europe / US End client and Tier 1 vendors delivered several Web Application and CRM requirements and staffing positions on contract and permanent basis.
- ✓ Attend client meetings through Webex / skype etc. and update the position status.
- ✓ Initiated and Developed Agreements and contracts for Recruitment agencies, vendors and independent consultants.
- ✓ Expert level of knowledge with various candidate sourcing methodologies, including Internet sourcing, networking, referrals, career fairs, search firms, channel marketing, advertising, and employee referral programs.
- ✓ Trained recruiters / Team Leads on different job boards Monster, Dice, Big Niller, Craig lists, Net temps, Career builder, Computer jobs, Yahoo Hot jobs, Dev Bistro.
- ✓ On client selection do paperwork (New hire/ W2 Temp/ Vendor SOW/ 1099).
- ✓ Raising the invoices for the clients and ensure to get the payments in time.
- ✓ Run payroll for the on-site resources, worked closely with the Accounts dept.
- ✓ Meet weekly/monthly/quarterly production goals as set by company.

- ✓ Review, analyze, mentor and coach support teams to ensure recruiting goals are being met.
- ✓ Periodic client Feedback/Reviews on placed Consultants.
- ✓ Qualifying new vendors and periodic reviews
- ✓ Team worker, quick learner and possess excellent interpersonal skills.

Addition: Worked on the Tier 2 process to get the resource onboard including onsite travel. Good experience submitting the Tier 2 Visa applications and the process.

TechAspect Solutions Pvt. Ltd
Sr. Technical Recruiter

April 2011 – Jan 15

US Staffing & Internal

- Gathering the requirements from various hiring managers and business units to service their needs.
- Interacting with the shortlisted candidates and briefing them about the requirements, specifications and business.
- Conducting requirement reviews with the hiring manager to understand the requirement and exchange status updates.
- Interacting and Co-ordinating with the Vendors for generating the required resources.
- Preparation of various MIS reports like Recruitment Master Report, Trackers & Offer Related reports.
- Searching the profiles from various sourcing channels, screening the profiles from Monster, Naukri, Google, LinkedIn, Internal Recruitment website, 3rd party vendors and Independent consultants and execute various recruiting strategies & sending them to the Panel.
- Successfully recruited candidates at all levels of expertise across diverse technical skills.
- Recruited for contract, contract-to-hire and permanent high-end national and local positions, for Information Technology clients all over USA.
- Source, screen, evaluate and select candidates through a structured recruitment process designed to obtain the best candidates.
- Inform applicants of job duties and responsibilities, compensation and benefits, work schedules and working conditions, company policies, promotional opportunities and other related information.
- Partner with hiring managers to understand the skills and background required for each opportunity and provide expert advice and coaching to hiring managers throughout the recruitment process.
- Develop strong client and candidate relationships and maintain communication with both.
- Solid understanding of technologies and skill sets.
- Managing & maintaining the database of the consultants on the online "Application Tracking System".
- Build good relationship with back-end vendors
- Follow up with the candidates for their paper formalities and their date of joining etc.
- Preparation of Market Intelligence Report of various niche skills.

Leadswin IT Solutions
Sr. Technical Recruiter (Domestic)

Feb 2008 to March 2011

Responsibilities:

- Sourcing Profiles from the different Job board, references and own database.
- Interacting with the candidates and explaining in detail about the opportunity available with the client.
- Sending Bulk mail to the consultants for a particular requirement.
- Initial Screening of the candidate technically and from the HR aspect with the date available on professional and personal front.
- Prepared Candidate resume according to company format for client presentation helping them to make it appropriate and accurate if needed.
- Responsible for lining up the candidate for the interview and Co-ordinate with the clients for the same.
- Follow ups and salary negotiations.
- Frequent follow ups with the consultant once the offer is released and ensuring on the availability of the consultant in the right time.

Clients: HCL, North Gate Arinso, Sierra Atlantic etc.

Anblicks Solutions LLC
Recruiter (US Staffing)

Sep 2006 to Feb 2008

Provide IT recruitment and selection expertise in identifying and qualifying candidates. Extensive experience in full life cycle **recruiting methodology** including but not limited to sourcing, **pre-screening, interviewing, pre-closing, reference checking, salary or contract negotiations, closing, extending offers etc.** Conducting Telephonic interviews and assessing the skills of the candidates vs. requisitions exclusively worked on US requirements. Handled a team of 4 recruiters fully accountable for interviewing/hiring staff training and management, contract administration, vendor relations, business operations and employment issues. Managed all aspects of vendor/consultant relationships, approved vendor list, developed new relationships and managed existing list to provide maximum recruiting efficiency while remaining cost conscious.

Responsibilities:

- Worked as a BDE by handling a team of Technical recruiters and Resource executives
- Responsible for all aspects of Business Development, Recruiting and Account Management with major Tier 1 vendors & other major responsibilities included marketing of own H1b consultants to the major Tier 1 vendors as per the client requirements

- Actively involved in all phases of Business Development Activates like marketing of own H1b Consultants at major Tier 1 vendors of their clients requirements
- Some sources I use frequently for marketing H1 consultants but not limited to are posting their latest profiles in major paid & free job boards, sending H1b Bench consultants hot list mails to all foremost Tier 1 vendors & System Integrators, Social business networking sites such as LinkedIn.com And many more user groups like Google, Yahoo etc.
- Handling Tier 1 Vendors IT Staffing requirements like Ajilon, Modis IT, Comsys, TAC Worldwide, Kforce, Pinnacle, Atrilogy, Midcom., Provided IT professionals for consulting assignments on contract, contract to hire, and permanent basis with the employment type of C2C, W2 and 1099.
- Actively involved in all phases of recruiting sourcing, identifying, interviewing, screening, resume formatting, cold calling, resume pipeline management, reference checking, salary negotiations and closing.
- Provide weekly/monthly status reports to keep management updated on overall activities and accounts progress.
- Penetrated through new Tier 1 accounts, developed and closed deals with my team of recruiters some of them were Comsys, Atrilogy, Star point, Yoh IT, CIBER, Sapphire, PSCI, MISI, ATSI group, CRI Etc.,
- Coordinating with Clients and consultants in scheduling interviews and follow-ups till the final offer made. Negotiating on salary aspects, Creating and managing clients and consultants database.
- Building and maintaining relationships with hiring managers on daily requisition. Maintain weekly reports like number of offers made, interviews held, candidates rejected and on hold Documentation of interview feedback etc.
- Interacting with Clients to get new requirements on a regular basis.
- Responsible for the smooth functioning of the entire Recruitment Process.
- Responsible for Full Life Cycle recruiting process (Sourcing, Screening, Interviewing, negotiating, closing).
- Actively involved in all phases of recruiting sourcing, identifying, interviewing, screening, resume formatting, cold calling, resume pipeline management, reference checking, salary negotiations and closing.
- Responsible for the smooth functioning of the entire Recruitment Process.

Educational Qualifications:

- SSC from BALAYESU Vidyalaya High School, AP.
- DECE (Diploma in Electronics & Tele-Communication Engineering) from LOYOLA Polytechnic College.

Personal Details:

Name : R. John Abraham
 Marital Status : Married
 Languages known : English, Hindi, Telugu, Kannada and Tamil.