

Shravan Kumar

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Brief Introduction

With **4.5 years of diverse experience** in IT and Non-IT recruitment across domestic, overseas, Middle East, and Gulf regions, I bring a proven track record of sourcing top talent and driving impactful hiring strategies. Seeking a dynamic role in **administrative or human resource fields** where I can leverage my expertise to streamline processes, enhance organizational growth, and unlock new career opportunities.

Adept at adapting to global recruitment markets, I'm passionate about connecting with people, fostering collaborative relationships, and delivering results that align with business goals. I'm committed to making a meaningful contribution to a forward-thinking organization while continuously growing in my professional journey.

Career Objective

Passionate and driven professional seeking a challenging and rewarding role where I can leverage my expertise in customer service, sales and marketing, client relations, and human resource functions. With a proven track record of fostering innovative, results-driven ideas and a "roll-up-your-sleeves" attitude, I aim to contribute meaningfully to organizational growth and success.

Skilled in building strong client relationships and ensuring exceptional service delivery, I bring impeccable leadership, communication, and adaptability to diverse business and cultural environments. My goal is to create impactful experiences that align with customer-centric values, ensuring satisfaction and delight while excelling in my career journey.

Professional Experience

Connect Resources (UAE) Role: Talent Acquisition Consultant **Tenure:** December 2024 – April 2025

Key Responsibilities:

- Identified and screened potential candidates for various open positions, ensuring alignment with role requirements.
- Managed interview schedules and coordinated between candidates and hiring teams to streamline the process.
- Cultivated and maintained strong relationships with both clients and candidates to foster trust and collaboration.

- Facilitated the extension of job offers and oversaw the onboarding process for new hires.
 - Ensured compliance with recruitment policies and UAE labour regulations throughout all hiring activities.
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Expertise Contracting company (Cygnus Solutions) (KSA) as Talent Acquisition Consultant
(September 2023-July 2024)

Roles and Responsibilities

- Managed end-to-end recruitment, aligning with the HR recruitment plan to attract high-calibre talent.
- Built strong relationships with stakeholders and hiring managers to streamline interview and selection processes, including screening, assessments, and in-person interviews.
- Designed job descriptions, determined selection criteria, and sourced candidates via online channels.
- Fostered long-term relationships with candidates and leveraged market intelligence for competitive advantage.
- Oversaw manpower mobilization/demobilization and ensured smooth onboarding processes.
- Implemented Competency Mapping and Salary Benchmarking to optimize talent acquisition strategies.

Domain worked: **MEP, STRUCTURE, ARCHITECTHURE, INFRASTRUCTURE.**
Skills worked : Tekla Detailer, Bim Modular, Architect, Revit, Autocad, Vertex,

Recruise India as HR Advisor (October 2015-March 2016)

Roles & Responsibilities:

- Responsible for recruitment activities, which includes from identification, screening, scheduling interview, process adherence, co-ordination etc.
 - Screening and short listing resumes as per the requirements.
 - Speaking to candidate to find out whether they are suitable as per our requirements and also to know their interest.
 - Constant Follow up and interacting with candidate and the Client till the final stage.
 - Check on targets, maintain, reach and comply as per the company's terms and conditions.
 - Understanding the requirements and interacting with the Client sourcing resumes through internal Database, Job portals, and Job postings, networking
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Refonte consulting and Technologies

Duration: November 2014 to Aug 14 2015.

Position: Senior HRO Associate

Roles & Responsibilities

- Dealt in handling clients and was involved in understanding and providing clarity to my subordinates about the requirements.
 - Supporting my team about the portal search, marketing skills to attract candidates.
 - Helping candidates as well as my company to get their dream job and meet my company objectives and myself reaching to the next level.
 - Follow up with client to meet numbers
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Data core Technologies, sister concern of ALP Consulting Limited

- **Duration:** March 2013 to June 2014.
 - **Position:** Research Associate – IT Recruitment
 - **Roles & Responsibilities:**
 - A competent professional with experience in Sourcing, Recruitment & Selection. Involved in full cycle of Recruitment Development Life Cycle (RDLC) like sourcing, identifying, telephonic interviews, screening, qualifying and negotiating rates.
 - Well versed with Internet searches, performing reference checks.
 - Gained experience in conceptualizing and devising strategies for appropriate recruitments as per the descriptions provided by clients.
 - Coordinating and executing interviews, maintaining candidate communication during search engagement process; assessing and recommending prospective candidates, and designing, negotiating Rates and Salaries.
 - Quickly adapting and familiarizing to the Domain I am working for.
 - Trying to improve my efficiency and to increase my productivity.
 - Prioritizing and setting deadlines for my work or the work given.
 - Happy and keen to take new challenges.
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Major Technologies Handled (Recruitment Skills):

- Microsoft Technologies: .Net, Web services.
- ERP: SAP (ABAP).
- Java: J2EE, Core java Concepts, JSf, MVC, Hibernate, Ajax.
- Dot net, c#, mvc, wcf
- Operating Systems Windows 2000/XP/NT/98/95, UNIX & Linux.

- Oracle apps techno functional consultant, Rice component modules
 - Oracle HRMS, Rice component modules
 - Oracle EBS DBA, Fusion Middleware
 - VBA Macros
 - Share point developers
 - Intellimatch Developers
 - C++ windows
 - Digital Marketing
 - Winforms
 - Release Manager
 - Embeded Developer
 - Handled across BFSI, Products, Services domains
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Clients Worked for:

- SunGard
- Capgemini
- Persistent
- Deloitte, RMS (Risk management solutions)
- Amdocs
- HCL
- Thomson Reuters
- Microsoft
- MacAfee
- Inter globe technologies
- IBM
- Technicolor
- Saggezza
- SLK Software's
- Education First
- Xoriant
- L&T
- CMS Info systems
- Bank of America
- Morgan Stanley
- Goldman Sacs
- DE Shaw
- Invesco

Achievements

- Active member of NSS during B.COM (2006-08)
- Successfully completed my project work titled “WORKER PARTICIPATION IN MANAGEMENT CONDITIONS” in “MUKKA SEA FOOD INDUSTRIES (P) LTD”, MANGALORE.
- Actively participated in “MANTHANA” consecutive two years (2010-11&2011-12) in Srinivas Institute Of Management Studies..
- Actively participated in “CHILD LINE SEMINAR” (2010-11)
- Done my field work under MR.GANGESH in BOLAR COMMUNITY, MANGALORE (2010-11).
- Done my training for HR specialization in B.S.N.L, PANDESHWAR, MANGALORE under the guidance of MR.KR GOWDA, (2011-12) as a fulfilment of M.S.W (HR) Program.

Technical Skills

MS-Office - MS Word, Excel, Power Point, Access, Outlook.
Operating Systems Windows 98/2000, Windows 7, XP, Vista.

Professional Skills

- Good problem-solving skills in crucial situations.
 - Excellent Communication Skills.
 - Taking initiatives and working independently or as a part of Group.
 - Dedicated towards the work.
 - Openness to Change.
 - Team Player.
 - Helping attitude.
 - Never succumb to professional pressure
 - Innovative thinker
 - Attractive personality
 - Excellent creativity and executive skills
 - Managerial skills
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Academics

- M.S.W in Human Resource, June 2012 from Srinivas Institute of Management Studies, Mangalore University with 64%.
 - B.Com, August 2010 from St. Aloysius Degree College, Mangalore University with 48%.
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Personal Details

- **Date of Birth:** 02nd July, 1988
- **Marital Status:** Married
- **Nationality:** Indian
- **Languages Known:** English, Hindi, Kannada, Tulu
- **Permanent Address:** "Akshayalaya", Behind K.M.C Hospital, 5th Cross Road, Attavar, Mangalore – 575001
- **Passport No.:** J8456461 (*Renewal Pending*)
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- **Alternate Contact Numbers:** 7975205246 | 9448124601

Declaration: I hereby declare that the information provided above is true to the best of my knowledge, and I bear full responsibility for its accuracy.

Date: 18/04/2025

Signature: Shravan Kumar