**JAYA DEEPIKA**

**Email Id:** deepikageethika9562@gmail.com

**Mobile no**: 9381690429

**LinkedIn:https://www.linkedin.com/in/deepika-k-016277288**

**Professional Summary:**

Seeking a career of dedication to maximize my credentials and potentiality, get hands on experience with the latest technologies in the industry and to account for the combined growth of Organization and myself.

**Academic Qualifications:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Qualification** | **Institution/Place** | **Year of Passing**  | **Percentage** |
| Graduation(B Com) | Wesley Degree College |  ------- | --------- |
|  Intermediate(MEC) |  Lakshya Jr College (Hyderabad) |  2022 |  67% |
|  School of Higher Education( SSC) | Nagarjuna High School (Hyderabad) |   2020 |   9.5%(GPA) |

**Professional Experience:**

**Company: Berm Tech Feb’23 – Nov**

**Role: US IT Bench Sales Recruiter**

**Responsibilities:**

● Extensive around 8**+months** of experience in the field of IT (US IT Bench sales recruiter).

• Strong experience in hiring F1/CPT/OPT candidates from Job portals, universities and network, prior database of OPT candidates.

• Knowledge of recruiting and hiring processes including sourcing, reference checking, salary negotiations.

• Effectively recruited candidates through Internet research, social network media sites, internal database, cold calling, referrals, and other strategies.

• Self- motivated with a high degree of energy to make / receive around 100 calls a day.

• Experience in recruitment and CPT/OPT hiring with effective hands on experience on various job boards .i.e. Dice, Career builder, Monster, Indeed, Corp-Corp etc.

• Coordinating the entire recruitment process till the consultant is on-board at the client place.

• Posting advertisements in university sites and various job portals.

• Should possess good knowledge on various technologies in the market.

• I am involved in creating and managing a candidate network and queue with a wide variety of IT skills.

• Good communication skills, people networking abilities, a good deal of aggression and customer orientation skills were key to my success in the job.

• Maintained an efficient database, with the help of which I could successfully deliver the right IT people in the right time.

**Strengths:**

• Hard work & Challenging nature

• Very good communication skills

• Positive attitude and workaholic

**Languages:**

Telugu and English

**Personal Details:**

**Full Name**  : Kowthavarapu Jaya Deepika

**Father Name**: Kowthavarapu Bhavani Prasanna Kumar

**Date of Birth**: 08 February, 2004

**Address :**

Flat no: 401,

MHR Residency,

Neknampur road, Manikonda.

**Declaration:**

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

 (Kowthavarapu Jaya Deepika)