

Preeti Phoolmali
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Ph: +91 6266735729
Madhapur (Hyderabad)

SUMMARY:

- Around 1+ years of experience into US Bench Sales (US STAFFING)
- Build and maintain candidate's relationships to ensure a consistent talent pipeline.
- Strong experience in negotiating & finalizing salary/ rate/hr. aspects with US Citizens, H1B, OPT, CPT Consultants.
- Sound knowledge in understanding the client requirements and manage the delivery against them.
- Proficient on Bench Sales/OPT/CPT and H1B
- Having good Communication skills with Strong Interpersonal and Analytical skills, Strong Analytical, Diagnostic and Troubleshooting skills and ability to work in a dynamic, team-oriented environment.
- Experience and knowledge of various Visa statuses.
- Marketing the resumes using social sites like Corp-Corp, Dice, Monster ,Linked in, Groups etc.
- Multi-tasking includes marketing our W2 consultants and placing them on a project ASAP.
- Experienced working with Different Tax Terms like W2, Corp to Corp, and 1099.
- Experience in Portal Sourcing using Dice, Indeed, Ziprecruiter, Carrier Builder, Glassdoor and etc.
- Able to work independently, be resourceful and a good team player.
- Understand IT requirements and deliver qualified IT consultants.
- Submit qualified candidates to open positions / job requirements.
- Strong analytical and problem solving skills, self-motivated, interpersonal-skills, and ability to learn things quickly

COMPUTER PROFICIENCY :

- MS-Office ,MS-Excel and E-Mail operations
- Basics of Java

EDUCATION:

- **Bachelor of Engineering (Electronics and Communication)**

Shri Dadaji Institute of Technology

PROFESSIONAL EXPERIENCE:

Slesha Inc, Hyderabad.

June-2022 to July-2023

Bench Sales Recruiter

Responsibilities:

- Multi-tasking includes marketing our C2C & W2 consultants and placing them on a project ASAP.
- Going through the job boards, looking at the suitable requirements to the consultants and applying on behalf of them.
- Update the consultant's resumes on job sites.
- Preparing the hot list and sending it across to the many of the vendors.
- Management reports on candidate submittals and closures.
- Coordinating with the Consultants through email/phone.
- Finalizing for the rate & Schedule for interview's.
- Maintaining good Report with Clients.
- Proficient in using Job Boards like Dice, Indeed, Ziprecruiter, Carrier Builder, Glassdoor, LinkedIn, Google, and Free Job Sites etc. to source IT candidates.
- Clear understanding of the US Staffing processes/ techniques (W2/ 1099/ Corp-to-Corp/ H1 Transfers) and various IT technologies.

- Update the consultant's resumes on job sites.
- Getting interacted with many of the vendors and giving them the details of the consultants and have them call our candidates and setting up interviews and mock calls to the consultants.
- Communicating with tier1 vendors for further requirements.
- Following up with the vendors to know the feedback / updates from the client.
- Requirement gathering for Bench Consultants.
- Negotiating profitable rates for consultants.
- Formatting resumes.
- Broadcasting HOTLIST.
- Maintaining a comprehensive candidate database.
- Marketing bench resources through direct clients and Tier1/Prime vendors.
- Editing them on a regular basis and following up with previous submissions and moving forth with new submissions. I have highly concentrated on direct clients while submitting the consultants and getting placed.
- Successful in placing OPT, CPT, H1B and H1B transfer consultants.
- Responsible for placing the bench consultants in new projects.
- Dealt exclusively with OPT guys to bring them for onsite Training on various technologies.
- Successful in placing Java/Full stack/UI/DevOps/ Data engineers etc.
- Preparing the hot list and send across to the many of the vendors.
- Getting interacted with many of the vendors and giving them the details of the consultants and have them call our candidates and setting up interviews and mock calls to the consultants.
- Communicating with tier1 vendors for further requirements.
- Following up with the vendors to know the feedback / updates from the client.
- Requirement gathering for Bench Consultants.
- Maintaining a comprehensive candidate database.
- Experienced working with Different Tax Terms like W2, Corp to Corp, and 1099.

PERSONAL VITAE :

Father Name : Phoolchand
 Date of Birth : 23/09/2000
 Sex : Female
 Nationality : Indian
 Marital Status : Unmarried
 Language known : English, Hindi
 Hobbies : Dancing, Painting
 Permanent Address : Vidhya Nagar Lal Chouky,
 Near Sainath BakeryHouse number 36 ,
 khandawa pincode 450001 Mp

DECLARATION:

I hereby declare that the information furnished above is true to the best of my knowledge.

Place : Hyderabad
 Date :

(Preeti Phoolmali)

