SANTHOSHA LAKSHMI ASAPU

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OBJECTIVE:

➢ Seeking a challenging and healthy environment organization in the era of my career growth and I will present my all efforts for the development of the Organization.

PROFESSIONAL SUMMERY:

- Over all 1 year 3 months of Professional experience in US Shifts as a Bench Sales recruiter.
- Experience in hiring the candidates into job marketing as an OPT recruiter.
- Expert in marketing consultant profiles based on their interested technologies and bringing interviews and placement for them.
- Posting the candidate resume in several portals like Dice, indeed, Monster, and Techfetch, Robert Half, Randstad and other social network portals.
- Making Hotlist of the consultants and sending it to the Vendor to get requirements.
- Reaching out to the maximum number of open requirements in the market.
- Intimating the consultant regarding the job positions and Vendor calls and also about client interview schedules.
- Boosting up the consultants to take the client interviews with confidence.
- Maintaining the good interpersonal relationship with Consultants, Vendors and Clients.
- Identifying potential vendors and submitting the suitable profile of consultants on daily basis requirements.
- Negotiating regarding the best rate with Vendors and Client.
- Keep tracking of submissions.
- Hiring the candidates of different visas of F1/CPT/OPT from the social portals like LinkedIn and Facebook.
- Hiring the candidates for H1B Sponsorship, H1 Transfer and GC Filing.

EDUCATION:

- Bachelor of Technology (Computer Science and Engineering) 2022 – 71%
  - VRS & YRN College of Engineering and technologies JNTUK.
- Intermediate (Mathematics, Physics, Chemistry) 2018 - 83%
  - Govt. Junior College (GIRLS), Chirala.
- Secondary School Certificate (SSC) 2016 – 60%
  - BG & BK Girls High School, Chirala.

PROFESSIONAL EXPERIENCE:

Company Name: Artifint Technologies

Role: US IT Staffing- OPT and BENCH

Location: Banjara hills, Hyderabad

Duration: January 2023– Present

Responsibilities:

- Applying in various portals by posting consultant resume and getting daily requirements for them.
- Maintaining Microsoft applications like Word, Excel and MS Office.
- Actively involved in marketing of consultant profiles and submitting them to the suitable requirements.
- Keep tracking on the client interviews regarding the submissions.
- Set up interviews and closed candidates for various positions.
- Maintaining good interpersonal relationship with vendors and clients.
- Responsibilities including of hiring and marketing profiles and placing them in the job according their interested technology.
- Interacting with vendors regarding the position and negotiate regarding the best rate suggested by the management.
- As a Bench Sales recruiter involved in selling the bench consultants, including searching, qualifying, scheduling interviews, rate negotiations and closing.
- Searching the requirements for consultants in the social media groups and contacts with friends.
- Hiring the candidates for H1B Sponsorship in the time of registrations.

- Helping the candidates who are looking to transfer their H1B and interested in GC filing.
- Submitting the Consultants profiles to the Vendors if and only if the consultant is okay with the Job Description.
- Filling the targets and working for the development of the Company.
- Checking with the Vendors whether they submitted the Consultants profiles to the client or not.
- Informing the Consultants about the updates from the Vendors and Clients.
- Working hard to get the Placements for the Consultants.
- Getting the valuable interview for the Consultants from the Vendors.
- Putting all worthy efforts on the submissions and interviews as well as Placements.
- Motivating the consultants to come into the marketing by explaining the benefits with marketing.
- Hiring the CPT, OPT and other visa candidates for H1B Sponsorship by letting them know what is the benefits involved in H1B visa.