

ABHISHEK YADAV

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Experience

HDFC life insurance company limited

16th May, 2022 -
Present

HR Retainer

- * Hiring of FLS/NFLS and talent acquisition in the competitive industry.
- * Handling rehiring and on-boarding of ex- employees of the organization.
- * Doing CTC negotiations to meet the available budget.
- * Co-ordinate with all the stake holders and get the approvals to hire if required.
- * Job-posting on portals on the basis of the requirements of organizations.
- * Identifying profiles needed for different channels.
- * Conducting psychometric test and HR round.
- * Assist in completing all the documentation, joining formalities and conducting induction of the candidates.

Needjobs

1st Jun, 2020 -
11th Nov, 2021

HR Consultant

- * Did recruitment of sales executives, MIS executive, computer operators, back-office, site engineers, machine operators, medical representatives, CASA, HR, delivery executives, managerial role, household survey etc.
- * Screened resumes and candidates from different job portals like Naukri, Indeed, LinkedIn, Facebook.
- * Assisted in developing resumes and job profiles.
- * Conducted telephonic and virtual interview.
- * Assisted in completing documentation and onboarding of candidates.

ICICI Prudential Life Insurance company limited

13th May, 2019 -
4th Sep, 2019

Management trainee

- * Identified, recruited and trained advisors.
- * Supported advisors through training and joint sales calls.
- * Adhered to business development processes and expected documentation, using sales technology as required.

Education

2019

(MONIRBA) University of Allahabad, Prayagra,(Uttar Pradesh) j

MBA

7.19

2016

ITM University Gwalior (Madhya Pradesh)

B.Tech

7.12

2011	Kendriya vidyalaya old cantt Teliarganj, Prayagraj (Uttar Pradesh) Intermediate (XII) 71.6
2009	Kendriya Vidyalaya Meru camp, Hazaribagh (Jharkhand) High School (X) 80.2

Skills

*SAP HR *HR generalist skills *Lead Generation *Headhunting *Recruitment skill *Corporate ethics *Email drafting * Team handling *Interpersonal skills *Problem solving *Ability to work under pressure *Analytical *MS Word *MS Power point *MS Excel

Projects

IFFCO (Indian Farmers Fertilizer Cooperative Limited), Prayagraj

From 1st June, 2018 to 15th July, 2018

> Worked on the topic 'Role of non- financial incentive

Personal Details

Date of Birth : 20/01/1994

Certification

- * Certificate in Human Capital management from Great learning.
- * Certificate in Behavioural interview questions from Great learning.
- * Certificate in Resume Building from Great learning.