KRISHNA DHAL

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Bangalore/Bengaluru

Objective

To seek a long-term placement in a dynamic organization offering excellent growth & effectively utilizing my skills, expertise & qualification to the optimum level to further develop in my career.

Profile Summary

A dynamic professional with 5 years of experience in recruitment industry. Experienced recruiter with a natural talent in sourcing, evaluating, and hiring candidates that meet job and talent objectives. Skilled at finding and sourcing candidates from multiple different sources and improving recruitment techniques in organizations.

Area of Expertise

- **Performance Management**
- **Target Setting**
- **Relationship Management**
- **Training & Development**
- **Customer Service**
- **Client Management**

Recruitment Skills

- **Talent Assessment & Acquisition**
- **Candidate Sourcing & Screening**
- **Executive Recruiting**
- **High-Volume Staffing**
- **Offer Negotiations**
- **Placement & Onboarding**

- **ATS & Recruiting**
- **Social Media Recruiting Tools**
- **Client Relationship Management**

Career Highlights

#1 Company: Masadir HR Services Pvt Ltd.

Position: Senior Lead Recruiter – Talent Acquisition

Reporting to: Delivery Manager

Team Size: 8

Duration: Jan 2021 to May 2022

About Masadir

Masadir Services is a leading Recruitment and Search Services consultancy managed by a highly diversified international team with extensive experience in Recruitment, Search, HR Outsourcing, and Human Resource Management.

Masadir provides its services to four vertical sectors including Management, Technology, Healthcare, and Energy. Each of the sectors is headed by Domain experts and teams.

Working as a **Lead – Talent Acquisition** in **Masadir HR Services** (Division of **Sundus Recruitment Services and Management Consultancy Abu Dhabi, United Arab Emirates**) in Bangalore from Jan 2021 to May 2022. Collaborated with client hiring managers throughout the selection process to provide services including:

- Detailed Job Descriptions
- Job Ads & Online Postings
- Pre-Employment Testing
- Talent Pool Sourcing
- Candidate Pre-Screening
- Behavioral-Based Interviewing
- Reference Checks
- Contract Negotiations
- International Calling
- Orientation & Onboarding

Roles and Responsibility

Recruiting Management:

- Responsible for end-to-end recruitment process.
- Souring candidates from various tools (ATS, Reference, Database, LinkedIn) as per given job description.
- Screening the right candidates for further short listing.
- Understanding the requirement completely before proceeding.
- Coordinating with the candidates and the corresponding Manager.
- Having good convincing and negotiation skills.
- Filled 85 positions with my tenure of hire, meeting deadline to ensure the on time, & matched the right candidates to the right jobs.

Talent Acquisition:

- Create and execute a recruiting strategy, which results in a top-tier, qualified talent pool of professionals and a strong candidate pipeline.
- Develop and execute a sourcing strategy, pre-screen candidates and deliver pre-qualified diverse candidates for hiring manager's evaluation.
- Develop and maintain relationships with Business Unit and Service Line hiring managers and HR leaders for further recruitment.

Client Management:

- Managing stakeholders (Client/Hiring Managers, Candidate Management, etc.)
- Coordinating with clients on regular basis for requirement.
- Taking interviews of candidates before processing their profiles with client.
- To conduct the Preliminary screening and interviews for junior, middle and senior positions depending on the requirement.
- Follow up with managers for further short listing & selection.
- Responsibility for documentation of selective candidates.
- Guide candidates for induction program before on boarding
- Taken strong follow up with selected candidates until their joining.
- Handle HR operation, Background Verification.

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#2 SSS College, Deogarh Odisha.

Position: HR Executive

Reporting to: Principal

Duration: August 2017 to November 2020

Worked as a **HR Executive** from August 2017 to December 2020.

Key Responsibilities

Sourcing & Recruitment:

- Managed end-to-end **faculty and staff recruitment**, including job postings, candidate screening, and interviews.
- Developed and maintained a **talent pipeline** to ensure timely hiring.
- Collaborated with department heads to understand hiring needs and job requirements.

Documentation & Compliance:

- Handled **employee records**, offer letters, contracts, and background verification.
- Ensured **compliance with labour laws** and college policies in recruitment and onboarding.
- Managed **attendance, leave records, and payroll documentation**.

Onboarding & Employee Support:

- **Conducted employee onboarding sessions, explaining policies and benefits.**
- **Assisted in HR audits, ensuring all employee documentation was up to date.**
- **Addressed employee queries related to HR policies and documentation.**

Experience in Following Industry

- Steel
- Engineering
- Oil & Gas
- Retail
- Printing & Packaging
- Office Automation/Equipment's
- Hospitals/Medicals

Educational Qualification

College/University	Qualification	Mark Secured	Passing Year
Utkal University, Bhubaneswar	Master of Commerce	76.12%	2017
Utkal University, Bhubaneswar	Bachelor of Commerce	63%	2015
BJB Junior College, Bhubaneswar	12th	81%	2012
CHSE Board, Bhubaneswar	10th	88%	2010

Personal Details

Date of Birth : 29th April 1995

Sex : Female

Languages Known: English, Hindi, and Odia

Nationality : Indian

Religion : Hinduism

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Declaration

I **Krishna Dhal**, hereby declare that the information contained herein is true and correct to the best of my knowledge and belief.

Date:

Krishna Dhal

Place: Bangalore

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