



Ricky Antony David Chettiar

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EDUCATION

Bachelor of Commerce (B.COM), July 2009 - March 2012, University of Mumbai, Mumbai.

Summary

Seasoned Recruitment Specialist with **5 years of proven experience in end-to-end talent acquisition** across insurance, BFSI, and corporate domains. Expertise in **high-volume hiring, stakeholder management, and recruitment strategy**, with a track record of **closing 300+ positions annually** and reducing time-to-fill through proactive sourcing and pipeline management. Skilled in **leveraging job portals, social media hiring, campus drives, and employee referral programs** to attract top talent. Adept at collaborating with business leaders to align hiring with workforce planning while ensuring compliance and an exceptional **candidate experience**.

Relevant Skills

• Team Coordination	• Technical recruiting	• Team coordination	• Candidate sourcing
• Onboarding process	• Communication skills	• Talent acquisition	• HRIS technologies
• Campus recruitment	• Problem solving	• Data analysis	• Task delegation
• Recruiting skills	• Team building	• Team motivation	• Recruitment strategy
• Data tracking	• HackerEarth	• MS Excel	• MS Word
• SAP	• Turbo hire	• InTap	• Accounting

PROFESSIONAL EXPERIENCE

MAX LIFE INSURANCE, Mumbai

(Apr 2024- Oct 24)

Deputy Manager

- Managed daily operations to ensure smooth workflow and team coordination.
- Developed training materials for new team members on operational procedures.
- Implemented process improvements to enhance efficiency in project execution.
- Conducted regular team meetings to discuss goals and address challenges.
- Collaborated with other departments to align resources and strategies effectively.
- Facilitated communication between management and staff to streamline operations.
- Maintained records of all operational activities for future reference.
- Prepared monthly progress reports detailing achievements against set targets.
- Provided guidance and support to team members to help them achieve goals.

ZEE ENTERTAINMENT ENTERPRISES, Bangalore

(Sep 2021- Apr 2023)

Technical Recruiter/Campus Recruiter

- Identify and implement new recruiting program strategies focused on sourcing and presenting to the leadership team and stakeholders.
- Strong relationship with Tier-1 and Tier-2 B-School campuses, the college recruitment team, coordinators, and TPO.
- Point of contact for all students, resolving their queries for better connection with the placement coordinator and students.
- Launched social media events for candidates to promote opportunities and build in branding activities.
- Onboarding the selected candidates in batches as per business requirements.
- Maintain Event tracker and Master data tracker for the Recruitment team.
- Briefing all the shortlisted candidates on the mandatory joining formalities.
- Provide follow-up correspondence to the candidates on the hiring status via emails and calls.
- Manage the end-to-end recruiting process, create, and implement recruiting strategies.
- Provide guidance to hiring managers on recruiting processes, controls, and policies.
- Source and pipeline-qualified candidates through a wide variety of channels.
- Evaluate, interview, and present qualified candidates to hiring managers and solicit feedback on candidates to refine recruiting strategy as applicable.
- Provide a positive candidate experience with frequent and timely communication throughout recruitment.
- Planning and managing weekday and weekend drives

INFOSYS BPM LTD., Bangalore

(July 2019 - Sep 2021)

Senior Process Executive-Talent Acquisition (Campus Recruiter/Technical Recruiter)

- Supported Technical Lateral hiring team when required.
- Organized the intercollegiate quiz competition as part of the organization's branding.
- Arranged Campus visits and leadership talks for graduate students as part of the Campus Connect program to provide students with better knowledge of corporate culture.

IT SKILLS HIRED:

- **Programming Languages:** Python, Java, C++, JavaScript, Ruby, etc.,
- **Web Development:** HTML, CSS, and JavaScript frameworks like React, Angular, or Vue.js.
- **Backhand & Front hand Development:** Python, Java, PHP, Node.js, and frameworks, Spring Boot, HTML, CSS, JavaScript, and various frontend frameworks like React.js, Angular, or Vue.js
- **Cloud Computing:** AWS, Azure, or Google Cloud, and services like EC2, S3, Azure Functions.
- **DevOps:** Docker, Kubernetes, Jenkins, Git.
- **Data Analysis and Visualization:** Excel, Tableau, Power BI.
- **Machine Learning and AI:** PyTorch, scikit-learn, and concepts like deep learning.
- **UI/UX Design:** Adobe XD, Sketch, or Figma, and understanding of user experience principles.
- **Project Management:** Agile methodologies, Scrum, Kanban.
- **Technical Support:** Troubleshooting skills, customer service experience, and familiarity with helpdesk software and ticketing systems.
- **Cybersecurity:** network security, cryptography, ethical hacking

OTHER INFORMATION

I declare that the Medium of Instruction was **ENGLISH** in my studies.

Career Break:

I was actively involved in religious pursuits.

(2012-2019)

I have taken a break to take care of my aunts who are elderly.

(Nov 2024 - Current)