

# Rajat Maini

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## SUMMARY

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Seasoned Talent Acquisition Specialist with 10 years of experience in full-cycle recruitment, strategy development, and stakeholder collaboration. Excelled in roles such as Global Talent Partner and Talent Acquisition Manager, enhancing recruitment processes and diversity initiatives. Seeking to leverage expertise in data-driven talent management and vendor relations as a Recruiter.

## WORK EXPERIENCE

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### AgileAOne Consulting Services Pvt. Ltd.

Global Talent Partner

Oct 2021 - Present

- Develop and execute talent acquisition strategies that align with corporate goals, ensuring successful hiring outcomes.
- Collaborate with HR leaders to establish and uphold effective talent management practices, focusing on onboarding, retention, and employee development.
- Drive diversity, equity, and inclusion initiatives within recruitment processes to foster a diverse and inclusive workplace.
- Employ data analytics to monitor and enhance the efficacy of recruitment efforts, informing data-driven decisions for continuous improvement.

### Onward Technologies Limited

Global - Talent Acquisition Manager

Jul 2017 - Oct 2021

- Collaborated with business partners and stakeholders to define role specifications and managed the recruitment lifecycle for IT, Engineering, and Leadership positions.
- Sourced candidates through passive channels, referrals, job boards, and job advertisements, building a talent pipeline for ongoing and future staffing requirements.
- Represented the organization at educational institutions to attract emerging talent and enhance the company's recruitment outreach.
- Developed talent acquisition strategies and hiring plans, and maintained accountability through the presentation of weekly and monthly TA Dashboards and reports.

### Rittal India

Talent Acquisition Lead

Feb 2014 - Jul 2017

- Managed end-to-end recruitment for IT, Engineering, and Leadership roles, ensuring alignment with organizational needs in both US and Indian markets.
- Established and maintained effective relationships with 8-10 vendors, optimizing recruitment processes and candidate sourcing strategies.
- Developed and administered reporting mechanisms and dashboards, contributing to informed decision-making through market analysis and insights.

### Freelance

Freelance Recruiter

Aug 2013 - Feb 2014

- Managed full-cycle recruitment processes for diverse industries including Defense, Manufacturing, and IT, ensuring alignment with specific sector needs and compliance standards.
- Delivered tailored talent acquisition strategies for Construction, Gaming, and Oil & Gas sectors, resulting in successful placement of qualified candidates within niche markets.

## EDUCATION

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Lovely Professional University  
Bachelor of Technology (BTech), Mechanical Engineering

2013

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### CERTIFICATIONS

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Jira Fundamentals Badge, Atlassian

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Advanced Product Management- Leadership & Communication, Udemy

<https://www.udemy.com/certificate/UC-4f1d0c40-d>

Advanced Product Management - Vision Strategy & Metrics, Udemy

<https://www.udemy.com/certificate/UC-971da83c-6>

Product Manager Level 1 - EntryLevel

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### SKILLS

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Recruiting • Business Process Improvement • Product Requirements • Human Resources Information Systems (HRIS) • Product Lifecycle Management • Stakeholder Management • Product Strategy • Account Management • Business Planning • Marketing Strategy • Candidate sourcing • Applicant Tracking Systems (ATS) proficiency • Interviewing techniques • Relationship building • Negotiation • Recruitment analytics • Social media recruiting • Sourcing • Communication • Interviewing • Interpersonal Skills • Time-management