

ILMA PARVEEN
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Objective

Dynamic and results-driven Recruiter with a strong foundation in talent acquisition and a recent training in SAP SuccessFactors. After gaining hands-on experience with the SuccessFactors platform through formal training, I am now eager to leverage my HR expertise and technical knowledge to transition into an SAP-focused role. Skilled in recruiting, candidate screening, and onboarding, I am well-versed in utilizing SAP SuccessFactors Recruiting and Onboarding modules to streamline hiring processes and enhance employee experiences. Committed to continuous professional growth, I aim to contribute to organizations' SAP-based HR solutions while advancing my career in SAP SuccessFactors implementation and configuration.

Skills

- Communication
- Time Management
- Problem-Solving
- Performance & Goals
- Recruiting Management
- Learning Management (LMS)
- Compensation Management
- Succession & Development
- Onboarding
- Workforce Analytics
- ATS (Applicant Tracking System)
- Boolean
- CRM (Customer Relationship Management)
- Analytics
- Excel
- Powerpoint
- Presentation Documentation
- Problem-Solving
- SEO (Search Engine Optimization)

Employment Gap: Taking care of father after accident

Oct 2024 – Present

Training:

SAP Training Center – Noida

I am currently undergoing training in SAP SuccessFactors Employee Central at a Noida-based academy. The course covers a range of key topics, including Succession and Corporate Data Model, configuration of Foundation and MDF objects, Position Management, creating Picklists, Job Structure and Job Functions, and Workflow Configuration. This training is helping me gain a comprehensive understanding of the core functionalities within SAP SuccessFactors Employee Central.

Work Experience:

Senior Recruiter eteam, Noida

May 2023 – Oct 2024

- Skilled in sourcing, interviewing, and placing qualified healthcare professionals, including nurses,

- physicians, and allied health staff.
- Utilized various sourcing methods such as LinkedIn, job boards, and networking events to attract top technical talent.
- Conducted in-depth technical screenings and interviews to evaluate candidates skills.
- Capable of creating impactful presentations for recruitment strategies, client proposals, and performance reports. Collaborated closely with hiring managers and technical teams to understand job requirements, create job descriptions, and develop recruitment strategies.
- Built and maintained a strong talent pipeline.
- Negotiated offers, salaries, and benefits packages to secure top talent while ensuring alignment with company budget and guidelines.
- Implemented a new ATS system, improving candidate tracking and reporting capabilities.

Healthcare Recruiter
Talent4health, Noida

Nov 2022 – Mar 2023

- Successfully recruited healthcare professionals including nurses, physicians , and allied health staff for various healthcare facilities.
- Utilized applicant tracking systems (ATS) and databases to source, screen, and track candidates throughout the recruitment process.
- Developed and maintained relationships with candidates to ensure a positive experience and foster long-term connections.
- Collaborated with hiring managers to understand staffing needs, strategize recruitment plans, and ensure timely placements.
- Conducted interviews, assessed candidate qualifications, and facilitated the hiring process from initial contact to onboarding.
- Implemented innovative recruitment strategies, including social media campaigns and job fairs, resulting in a 20% increase in the candidate pool.

Education:

M.Sc Biotechnology

Uttaranchal University Dehradun
9.5 CGPA

July 2021 - Aug 2022

B.Sc Biosciences

MJPR University
8.5 CGPA

Jun 2017 - Sep 2020

Intermediate

A.N International School
7.5 CGPA

March 2015 - May 2017

High School

SGRR Public School
8.5 CGPA

March 2015

References are available upon request.
