

Job Description of Team Lead			
Position	Team Lead	Required By (Date)	
Reports To (Person)	As per Organization Design	Requested On (Date)	NA
Location	Bangalore		
Role (Specific tasks and the role that the person will undertake)	<ul style="list-style-type: none"> - Understand a demand from the business perspective and disintegrate them into detailed job requirement(s) that fulfil business needs. - Understand the expectations from the job & the role and develop various sourcing strategies. - Use most up-to-date techniques, trends and technologies (social media, for instance) to reach out to passive and active job seekers in the industry. - Source candidates from multiple channels like Job Portals, Social media, Database, Cold Calls, References etc. - Screen and interview prospective candidates; manage end to end recruitment cycle. - Co-ordinate with Account team and leadership team to assess the candidate's competencies and extend job offers to selected candidates. - Coach and mentor team members. - Perform skill-gap analysis and recommend training plans for team members - Develop knowledge retention plan including strategies for developing robust internal database. - Establish and maintain a communication channel with the leadership team and provide insights into market trends. 		
Experience (Relevant experience the person must have)	<ul style="list-style-type: none"> - 6 to 8 Years - Should have worked in IT Staffing firms as Recruiters - Managed a team of at least 5-8 Recruiters; Managed Clients & Client representatives. - Experience in contract to hire. 		
	Essential	Desirable	
Job-related Skills (Technical and professional skills that the person must have to be effective)	<ul style="list-style-type: none"> - Contract to hire staffing experience - High on prioritising and organizing skills - Expert understanding of IT recruitment & IT staffing services. - Knowledge of IT skills and technologies including niche and old legacy skills - High on analytical skills and good Negotiation skills 	Knowledge of Sourcing and Selection candidates from IT industry.	
Management and personal Skills (Non-technical and managerial skills that the person needs to have)	<ul style="list-style-type: none"> - The incumbent should display resilience to failures and disappointments. - The incumbent should be Assertive - The incumbent should be high on energy levels and Target Oriented - The incumbent should have excellent communication skills and ability to learn quickly - The incumbent should be self-driven - The incumbent should display ability to deal with candidates and clients at all levels 		
Educational Qualification (Basic educational background that the candidate should possess)	BE/BTech/MBA		
Age Range	Below 35 years		
Pay Range (Rs)	CTC - Rs 6+ LPA		
Growth Potential (Career growth options for the individual in your company)	Tremendous growth potential for high performing candidates – opportunity to fast track your growth potential by working in multiple areas, different roles and responsibilities.		