**Aashal Vyas**

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**SUMMARY**

An HR professional with more than one year of experience and a Masters Degree in Human Resource Management.

**HIGHLIGHTS**

Recruitment

Sourcing

Data Entry

SAP

Networking

Cold Calling

MS Office

Quick Book

Training

**ACCOMPLISHMENTS**

Awarded as an “Employee of the Month” for three months in a row for generating more business that targeted among the team

**WORK EXPERIENCE**

**HR Executive - Ace India Consultancy July 2013- August 2014**

* Sourcing Candidates by using different methods.
* Administrative duties and recordkeeping & Work with hiring managers/clients on recruiting.
* Determine applicant requirements by studying job description and job qualifications. Attract applicants by placing job advertisements; contacting recruiters, and job sites.
* Determine applicant qualifications by interviewing applicants; analyzing responses; verifying references; comparing qualifications to job requirements.
* Evaluate applicants by discussing job requirements and applicant qualifications with managers; interviewing applicants on consistent set of qualifications.
* Worked as a full cycle Recruiter.
* **Bio Medical Engineer - Bodyline Hospital March 2011- June 2013**
* Install, adjust, maintain, repair or provide technical support for biomedical equipment
* Solving breakdown issues.
* Evaluate the safety, efficiency, and effectiveness of biomedical equipment
* Train clinicians and other personnel on the proper use of equipment.
* Keep documentation of service histories on all biomedical equipment
* Conduct preventive maintenance on equipment
* Conduct training to educate clinicians and other personnel on proper use of equipment.
* **Bio Medical Engineer - Civil Hospital September 2010-February** **2011**
* Responsibilities mentioned as above

**INTERNSHIP AND PROJECTS**

* Summer internship project on “**Study of Employee Safety & its Impact on Employee Satisfaction**” at Bodyline Hospital.
* **Efficiency of Recruitment Practices & its Impact on Talent Retention -** This research basically focused on how an effective recruitment leads to retention of the talent in IT Sector. **(Jan 2013-June 2013)**

**EDUCATIONAL QUALIFICATION**

**MBA with specialization in HR management,** Shri Chimanbhai Patel Institute of Management and Research, Gujarat Technological University, India (June ‘13)

**B. E. Biomedical Engineering,** UVPCE, Ganpat University, India (June ‘09)

**Relevant Coursework:**

- Organizational behavior

- Principles of management

- HR management

- Strategic HR management

- Compensation management

- HR development

- Recruitment Techniques

- Reward management system

- Business ethics and corporate governance

- Change management and organizational development