

KRISHNA DAVE

HR MANAGER

CONTACT



9327674857



davekrishi2049@gmail.com



Ahmadabad

EDUCATION

NSIT

BE (CSE)

Muktajivan English School

Intermediate

Muktajivan English School

High school

SKILLS

- **Negotiation**
- **Recruiting**
- **Employee Retention**
- **Communication**

WORK EXPERIENCE

HR Generalist

MultiQos Technologies Pvt. Ltd

Oct 2021- Nov 2022

- Led new talent acquisition and recruitment processes for over 50 new full time hires.
- Administered company wide compensation and benefit plans.
- Conducted employee onboarding and ensured all pre-employment forms were completed within 48 hours.
- Worked with team members 1 to 1 and in small groups to enhance performance and employee satisfaction
- Created and posted job ads, scheduled interviews, and managed pre-employment screenings and background checks.
- Played an integral role in the development and implementation of human resource policies.
- Provided optimal support to employees regarding various HR-related topics.
- Managed company organizational structure, responsibilities, and creating strong hierarchy channels

HR Manager

Terminal Trend Technologies

Apr 2023- Present

- Created and posted job ads, scheduled interviews, and managed pre-employment screenings and background checks.
- Played an integral role in the development and implementation of human resource policies.
- Scheduling Interviews for candidates across 5 roles
- Collected job requirements, and posted job descriptions on internal site as well as job boards like indeed, work India, Intern Shalla etc.