

CAREER SUMMARY

I am professionally qualified, senior HR professional profile with over 24 years of experience across MNCs, Diversified Indian Business Groups, Private Equity & Consulting--the Corporate stint spanning diverse sectors like Diversified Groups IT Textiles[Blow room to Fish fabrics]/Apparel/Brands & Retail, Air-Conditioning, Chemicals and Pharmaceuticals[Formulation and API] Since 2009, I have been holding Head HR, IR and Administration senior positions at the national/global level for very large corporations and have established HR and IR practices in different Indian and International locations. I had an entrepreneurial stint; May 2017 I founded and have been running a successful Strategic HR and IR services firm. **And an honoured teacher in business and technology institutes.**

EXPOSURE:

- ✓ **Functions** –
 - **Manufacturing HR, IR:**, HR Business Partnering, Plant HR, Industrial Relations, Legal Compliances, Social Compliance, Liasoning, Administration, Facility management, Business Operations.
 - **Information Technologies HR:** OSS, BSS, ISP, UTM, NSS, MFS, SI, Voice Wholesale Domains.
- ✓ **Span of management** – Multi-locational 750 to 7000 white and blue collars
- ✓ **National Locations** – Gujarat, Maharashtra, JnK, Karnataka, West Bengal, Delhi, Punjab
- ✓ **International Locations** – USA, LATAM, ME, SEA, Africa.
- ✓ **Spearheaded** HR and IR vertical reporting to business heads.
- ✓ **Hands-on working** Experience of Traditional HR, Transactional HR, Transformational and Developmental HR
- ✓ **Industries** – Large units of Textiles, Air-Conditioner, Chemical, Pharmaceuticals [Formulation and API] Information Technologies, Universities/Institutes.

KEY CAREER LEARNING HIGHLIGHTS:

- ✓ Strategic HR, ER and IR planning as per business objectives and execution.
- ✓ Organizational Restructuring, Reporting & Authority Matrix
- ✓ Goal Setting and cascading into individual KRAs/KPIs
- ✓ Talent Management– Multi geography, multi culture & level
- ✓ Performance management System aligned with Organization Goal
- ✓ High performing talent acquisition-National and International
- ✓ Training and Organizational Development Intervention
- ✓ Internal Competency building programmes.
- ✓ Designing Business Linked Employees Engagement , Reward and Recognition Programmes
- ✓ Employee Lifecycle Management - Indian & International.
- ✓ Compensation Restructuring aligned with short and long term Business Goals
- ✓ Trade Union Management, Collective Bargaining, Wage Settlement [LTS/STS and troubleshooting.
- ✓ Government approval to run establishment, Statutory and Social Compliance Management and Liasoning.
- ✓ End to end Contract Labour Management, Manning norms and Shop floor discipline

SOME OF THE MAJOR PROJECTS EXECUTED DURING CONSULTING [cont..]

Career and Management Solutions is a young, boutique HR consulting firm I founded, providing HR and IR Advisory services to client companies and their Boards. In particular the firm offered a unique 'Director HR on hire' service. The firm specialized in working with medium to large India based family/promoter owned business groups.

✓ Revamp Hiring Process Hiring at Middle and Senior levels	✓ Organization Re-Structuring And Right Sizing
✓ Training and Internal Competency Building Framework	✓ Service Team Process improvement
✓ Business Goal Setting and KRAs Cascading	✓ Policies writing and implementation on Employee Lifecycle Management
✓ 360 Degree Feedback System	✓ Legal Compliance etc.
✓ Assessment Centre Formation	

MAJOR CAREER ACHIEVEMENTS:

<ul style="list-style-type: none"> ✓ Player pivotal role in Organizational Transformation to 18X business and sustained it. ✓ Established KRA and KPI driven work culture and brought objective based identification of performance and non-performance. ✓ Manpower Right Sized and rationalized by 25% Blue Collars and 11% Management level ✓ Brought organizational performance from 65% to 95% in 3.5 years. ✓ Achieved hiring target by 97% without external support of hiring agencies ✓ Reduced training expenses by 35% and increased 3 training Man days. ✓ Implemented Several Award Winning Shop Floor Interventions and Policies ✓ Implemented promotion policy based on acquired required competency to be in particular hierarchy. ✓ Formulated and implemented Internal Certification programme for Sales, Services, Production, RnD, Pre-sales, and Quality etc. found out competency delta of 33% and bridge the gap up to tolerance level. ✓ Established TAT and SLA based HR and Administration operations with escalation matrix. ✓ Ensured increasing trend in employee satisfaction index. 	<ul style="list-style-type: none"> ✓ Successfully handled local people agitation. ✓ Overall 2 green filed projects managed successfully starting from land acquisition to the commercial production within time span of 18 to 20 months. ✓ Reduces the employee cost by 16% with slight improvement in Top and Bottom lines. ✓ Achieved Zero Litigations ✓ Achieved Zero Man days loss due to labour unrest ✓ Achieved Zero Non-Compliances ✓ Managed the manufacturing of all the three shifts with Contract Labourers and achieved 98.8% Demand-Supply Metrics. ✓ Reduced Overtime by 80% ✓ 5 LTS with the Trade Unions amicably. ✓ Controlled Absenteeism from two digits to one digit ✓ Controlled Attrition from as high as 50% to 15% then to 10% ✓ Established and maintained 40 Offices in India and 11 offices at international Locations ✓ Managed Community relations with no dispute and won MD ward ✓ Reduced Cost per hire by 20%
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COMPANIES WORK(ED)(ING) FOR:

ORGANIZATIONS	POSITIONS HELD	DURATION
Career and Management Solutions	Business Enabler- SMEs Self-Employed	May - 2017 till date
Panamax Infotech Limited	Head HR and Admin	June 2015 – May 2017
Elitecore (is now <u>Sterlite Tech. Ltd</u>) and Cyberoam Technology (is now <u>Sophos</u>)	Head HR and Admin	March 2011 - Dec-2014
Unimark Remedies Limited, Gujarat	DGM – HR and Admin	July 2009 - March 2011
Arvind Limited[<i>Brands: Adidas, Reebok, MnS, JS, FM, BH</i>]	Senior Manager - HR	Oct 2006 –July 2009
Hitachi Home & Life Solutions India Ltd,	Asst. Manager HR-IR	Dec 2002 - Oct 2006
Vardhman Acrylics Limited,	Dy. Executive - HR	June 1998 - Nov 2002
Core Healthcare Limited	Officer - Personnel	Jan- 1996 - May 1998

PROFESSIONAL QUALIFICATIONS:

DEGREE	SPECIALIZATION	INSTITUTES/ PASSING YEAR
Master's Degree in Social Work	<ul style="list-style-type: none">▪ Personnel Management and Industrial Relations▪ Labour Legislations and Welfare	JK Institute, Lucknow, India - 1995
Diploma in Business Administration	<ul style="list-style-type: none">▪ Industrial Psychology▪ Elements of Organization and Managements▪ Labour Welfare and Labour Welfare Legislations	NIIRD, Chennai, India-1997
Post Graduate Diploma in Business Administration[Distance Learning]	<ul style="list-style-type: none">▪ Strategic Management▪ Organizational Behavior and Culture▪ OD and Training▪ Finance Management	Symbiosis, Pune, India 2007
LLB from Ahmedabad III semester Cleared		

CERTIFICATIONS:

- ✓ Organizational Goal and KRA Setting Exercise
- ✓ Certified PPA (Personal Profile Analysis) Practitioner
- ✓ Train the Trainer – Certified Trainer.
- ✓ Fire, Safety and Mock Drill.
- ✓ Domestic / Departmental Enquiry
- ✓ Estimating Manpower Requirement and Productive Redeployment.
- ✓ Workshop on Spearhead Youth Health Leadership Training for Youth in Sexual and Reproductive Health.

RECOGNITIONS & REWARDS:

- ✓ Got appreciation mail from MD for managing Community relation.
- ✓ Garlanded by the workers' representatives.
- ✓ Verbal mentions for amicable settlements with the trade unions.
- ✓ Business Enabler Award – for aligning entire Indian and International HR practices with the business goals.
- ✓ Award for Excellent Human Resources Hiring Practices.
- ✓ Award for Best Practice in Compensation Plan Restructuring.
- ✓ Award for Best Practices in Talent Acquisition.
- ✓ Got standing ovation from management team for establishing strong Business HR practices.
- ✓ Got Appreciation from MD for Rightsizing the Organization.
- ✓ Best HR Practice Execution Unit

EXTRACURRICULAR ACTIVITIES:

- ✓ NCC (National Cadet Corps) "B" Certificate Holder. (Firing by 3030)
- ✓ NSS (National Service Scheme) Certificate Holder.
- ✓ Awarded a post of Cadet Captain, was leading a troop of 55 cadets.
- ✓ Played Cricket up to University level.
- ✓ Developed a slum under the project of Community development established primary school, imparted Sex education to all and awareness for health and hygiene etc.

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