

YAMANDEEP SINGH



Overall Experience: 8+ Years as a HR Professional
Industry Experience: **Servicing and Building Material**
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Talent management - I am seeking a senior position in the professional services industry focusing on Human Resource management and process improvements.

CAREER OVERVIEW

Jaquar Group - Corporate HR

June'2017 – Present/ IHO- IMT Manesar, Haryana

The Jaquar group, established in 1960, is an Indian manufacturer of bath fittings and plumbing products. Though the group is known for its complete bathing solutions, it also provides showers, shower enclosures, sanitary ware, flushing systems, wellness products, concealed cisterns, water heaters, and lighting solutions



Aspiring Minds - Recruiter

Oct. 2015 – Jun 2017 Gurgaon, Haryana

Aspiring Minds is one of the world's leading skill assessment companies and offers pre-hiring assessments and video interviewing solutions to enterprises. *AMCAT* – Language, Cognitive, Personality & Functional Skills Assessments Powered by machine learning (AI), adaptive assessments technology and psychometrics



Good hand on job portals like: - Naukri India, Naukri Gulf & LinkedIn

RECRUITMENT SOURCE MIX

- Recruitment Drive
- Internal & External jobposting.
- Naukri
- Recruitment Partners
- Referrals

HIRED FOR REGIONS

- APAC, EUROPE, MIDDLE EAST, AFRICA, RUSSIA



CAREER HIGHLIGHTS AT JAQUAR GROUP

- Handled Talent Acquisition for junior to senior level **hiring for Domestic & International**.
- Leading Global Talent Acquisition and Leadership Hiring
- Executed Cost saving projects - **reduced consultancy dependency to 25% from 60%**
- Reduced **TAT by 10%** through initiatives like Centralized Interview Panels
- Setup the complete team of **BD & Luxury Retail team across nation**.
- Developed Talent attraction & selection strategies through deployment of brand via Social platforms.
- Business Partnering
- Succession Planning
- Leading ATS implementation.
- Competition Bench marking - Salary and Competencies
- Manpower Planning - Business Development, Artize & Global Business Department

PROFESSIONAL EXPERIENCE

JAQUAR AND COMPANY PRIVATE LIMITED -MANESAR ,GURGAON (INTERNATIONAL HEADQUARTER)

TENURE - 6.6 Years

26-JUN-2017 to Till Now: SENIOR TALENT ACQUISITION SPECIALIST

- Taking care of end to end recruitment for global & domestic.
- Driving the entire recruiting life cycle from planning, sourcing, candidate assessment, interviews, offers & on boarding.
- Performing in-person, Skype and phone interviews with candidates
- Performing reference and background checks
- Maintaining relationships with stakeholders to ensure talent acquisition goals are achieved.
- Team Lead – Managing a high performing team of 3 colleagues, responsible for their goals, development & performance management.
- Responsible for timeliness and accuracy of information in reports.
- Talent acquisition Planning.
- Optimized sourcing networks and used proactive methods to source candidates. Built talent pipelines for sales and service departments to support effective and efficient hiring.
- Responsible for revising and designing new SOP's for recruitment process.
- Designing Job descriptions for new roles.
- Taking interview for different profiles.
- Requirement mapping, stakeholder Management & consultants management.
- Resolve telephone and written queries according to standard procedures and within agreed targets in order to ensure Participant satisfaction.
- Updating the standard operating procedures and flow charts for reports.
- Process improvement ideas.
- Offer preparation, salary preparing, salary negotiation according the company standards.
- Preparing and maintaining various MIS Reports like Tracker sheet, requirement and offer reports, to be sent to delivery heads and top management.
- Understand stakeholder's requirements and deciding on the recruitment strategy.
- May assist with any of the Role's- Part-time trainer, Engagement activities, event coordination.

SKILLS

Recruitment On-boarding HR Admin HR Analytic Compensation Analysis
ATS Project Management HR Budgeting Salary negotiation Head-Hunting Training
Talent Management Vendor Management HRBP Team Management Strategic Thinking
Stakeholder & Relationship Management Multitasking & Project Management

ACADEMIC EDUCATION

- **MBA (HR)** – PIET, PANIPAT (KURUKSHETRA UNIVERSITY) **2013-15**
- **B.Sc** – AHIR COLLEGE, REWARI (MDU ROHTAK) **2010-13**

ADDRESS & DETAILS

Correspondence Address:
Chauhan Sadan, Lane no. 4,
Company Bagh, Rewari - 123401
Father's Name- Late Digvijay Singh Chauhan
Contact Number- +91-8826554337

Current & Open Location	Gurgaon
Nationality:	Indian
Current Role:	CORPORATE HR (Talent Acquisition)
Years of Experience:	8+ Years
Availability:	1 Month Notice Period
Date of birth:	22 Septemebr'1993
Marital status:	Married