

EZHIL ARASAN M

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Profile Summary

Strategic HR Specialist with 6+ years of experience automating and optimizing HR operations through **Google Apps Script, Gen AI APIs, and data-driven strategies**. Adept at reducing process cycle times, aligning HR with organizational goals, and delivering measurable cost savings. Proven success in developing analytics frameworks and automation solutions that enhance decision-making, drive compliance, and improve workforce efficiency. Currently seeking a senior management role to drive transformative HR initiatives.

Key Skills

- Google Apps Script, Gen AI APIs (ChatGPT, Gemini)
- LLM Integration, Looker Studio, Power BI, Tableau
- Advanced Excel, Data Analysis, Process Automation
- Dashboard Development, Data Validation.
- Strategic Workforce Planning, Talent Management
- Succession Planning, Talent Intelligence
- Employee Engagement, Program Design
- Retention Strategies, HR Analytics & Reporting

Experience

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| HR Analytics & Automation Special Projects Intellect Design Arena Ltd | 07/2022 to Current Chennai India |
| <ul style="list-style-type: none">Led the development of an intelligent employee profile database, leveraging Google Apps Script and Gen AI APIs for automated data extraction and organization.Reduced HR process cycle time by 30% by automating data management using Google Apps Script, eliminating manual tasks and discrepancies.Saved 2000+ HR hours annually by implementing an automated new-hire documentation system that addressed audit gaps and boosted onboarding efficiency for ~600 hires per year.Shortened increment letter generation from 2 days to <1 hour through Google Apps Script, saving costs on premium software and ensuring zero errors.Improved decision-making by creating automated HR dashboards in Google Workspace, freeing 100+ hours of analytical resources.Enhanced recruitment by 20% through a Talent Intelligence & Skill Mapping initiative, optimizing the Indian IT talent landscape and improving candidate targeting.Increased staffing efficiency by 25% with a headcount forecasting model, supporting scenario simulations and strategic workforce planning. | |
| HR Business Partner Reliance Jio Infocomm Ltd | 02/2019 to 07/2022 Madurai India |
| <ul style="list-style-type: none">Talent Management: Managed HR operations for a workforce of over 800 employees, aligning people strategies with operational goals to ensure seamless delivery of business objectives.Employee Lifecycle: Streamlined HR processes, reducing time-to-hire by 17% for critical roles and expediting onboarding to enhance workforce efficiency.Retention Strategies: Implemented data-driven engagement programs that led to a 23% reduction in employee turnover, improving retention across key departments.Compliance & Employee Relations: Ensured adherence to HR policies and labor regulations while addressing employee grievances and maintaining a positive work environment. | |

Education

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| Post Graduate Certificate: Strategic Human Resource Management IIM Trichy | 01/2024 Trichy, India |
| MBA: Human Resources and Marketing Jansons School of Business | 05/2019 Coimbatore, India |
| Bachelor of Engineering (B.E.): Civil Engineering Panimalar Engineering College | 12/2016 Chennai, India |

Certifications

- HR Analytics – IIM Rohtak
- Transactional Analysis 101 – ITAA
- Cambridge English: Business Higher (C1 Level) – University of Cambridge