

# Muhammad Zeeshan Mudabbir | Human Resources Manager

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## Professional Summary

Results-driven and strategic human resources professional with over **8** years of experience in HR management, talent acquisition, employee relations, 360-degree recruitment, total rewards management, performance management, and organizational development. Passionate about fostering a positive workplace culture and implementing HR best practices.

## Professional Experience

### Human Resources Business Partner

**Grip Active Limited** (UK based Sportswear company & Software House) | Mar 2024 – Present

- Develop and implement HR strategies & structures from scratch to support business goals and workforce planning.
- Lead 360-degree recruitment, talent acquisition, employee engagement, and performance management initiatives.
- Oversee compliance with employment laws, policies, and procedures.
- Drive business profitability by working as human resource business partner by taking business collaboration initiatives.

### Human Resources Lead

**Don Valley Pharmaceuticals** (Pharmaceutical Company) | Mar 2023 – Mar 2024

- Managed all HR functions, including recruitment, workforce planning, training, and employee benefits.
- Designed and implemented HR policies to enhance organizational effectiveness.
- Led recruitment strategies, successfully hiring top talent across multiple departments.
- Spearheaded rewards and recognition programs to boost employee motivation.

## **HR Specialist / Senior Technical Recruiter**

**Technology Brainz** (Project Based Software House) | Apr 2019 – Feb 2023

- Handled full-cycle recruitment for IT and technical roles, ensuring quality hires.
- Developed and maintained strong employer branding to attract top-tier talent.
- Conducted performance evaluations, providing feedback and career development guidance.
- Fostered a high-performance culture through leadership and team-building initiatives.

## **Human Resources Executive**

**B4U Cabs** | Feb 2016 – Mar 2019

- Managed end-to-end talent management processes, including recruitment and onboarding.
- Developed HR policies aligned with business objectives and workforce needs.
- Ensured smooth HR operations, maintaining compliance with labor laws and regulations.

## **Education**

- ***Master of Business Administration (MBA)***, Human Resources Management  
University of Central Punjab | Oct 2020 – Feb 2022
- ***Bachelor of Science (BS)***, Accounting and Finance  
University of Central Punjab | Oct 2012 – Feb 2016

## **Core Competencies**

- 360-degree Recruitment
- Technical Recruitment (**IT Industry**)
- Strategic HR Management
- Performance Management
- Compensation & Benefits
- Employee Relations, grievances & Engagement
- HR Policy Development
- Organizational Development
- HR Compliance & Legal Policies
- HRIS

## **Achievements**

- Successfully streamlined the recruitment process, reducing hiring time by 30%.
- Implemented an employee engagement program that increased retention by 25%.
- Developed and launched a new performance appraisal system, improving workforce productivity.
- Led to a major business collaboration for my current company.
- Successfully built new startups into great teams.

## **References**

Available upon request.