

# NOURIN FARHATH K.N

HR Professional | 2+ Years of Experience in Talent Acquisition & People Operations

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## PROFESSIONAL SUMMARY

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Results-oriented HR professional with 2+ years of experience in talent acquisition, employee engagement, and payroll administration. Proven track record of reducing recruitment cycle time by 30%, implementing employee-centric initiatives, and ensuring 100% payroll accuracy. Adept in using HRIS platforms such as SAP and Workday and experienced in aligning HR strategies with organizational growth. Seeking to contribute to international HR teams within a forward-thinking MNC that values innovation, inclusion, and operational excellence.

## PROFESSIONAL EXPERIENCE

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### HR Manager cum Sales Manager

#### Internet Leads Training (ILT), Feb 2025 - Present

- Led end-to-end recruitment, hiring 10 professionals within 2 months.
- Implemented employee motivation strategies, increasing productivity by 20%.
- Managed payroll and compensation with 100% compliance.
- Collaborated with sales team to align HR initiatives with revenue goals.

### HR Executive

#### Integral Solutions, Jan 2023 - Jan 2024

- Reduced recruitment cycle time by 30% via structured processes.
- Enhanced onboarding experience with new framework.
- Implemented evaluation frameworks boosting productivity.
- Streamlined HR documentation, cutting errors significantly.

### HR Executive

#### HSE World, Jan 2022 - Jan 2023

- Recruited and onboarded 20 employees efficiently.
- Managed accurate payroll processing for all employees.
- Initiated employee development programs to support engagement and retention.

## EDUCATION

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- **MBA in Human Resource Management (MBA)-**  
Jain (Deemed to be University)
- **Bachelor of Business Administration (BBA)-**  
MES College

## KEY SKILLS

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- Talent Acquisition & Management
- Employee Engagement & Retention Strategies
- Compensation & Payroll Management
- HR Analytics & HRIS Systems
- Labor Law & Compliance
- Conflict Resolution & Employee Relations
- Performance Management & Training
- Global HR Practices
- Diversity & Inclusion (DEI)
- Remote Team Coordination
- HR Software: SAP, Workday (basic knowledge)
- CRM

## PROJECTS

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- **Organizational Study - Ford Motor Company:** Conducted an in-depth analysis of HR operations, structure, and global workforce management at Ford.
- **Industrial Study - Customer Satisfaction:** Researched service feedback trends and proposed HR interventions to enhance customer-centric culture.

## LANGUAGES

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- English (Fluent)
- Malayalam (Native)
- Hindi (Basic)