

RESUME OF NUNTAPUN KULTORNSIRIADISA

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Position Application : Human Resource Manager/Director or related field.

Personnel Information

Age	50 years old	Nationality / Race	Thai / Thai
Date of Birthday	June 19, 1972	Religion	Buddhism
Place of Birth	Prachinburi	Marital Status	Single
Height / Weight	168 cm. / 61 kg.	Health	Excellent

Education

1984 – 1990	School	Prachinrathadonmrun School at Prachinburi Province
	Major	Math – Science
	GPA	2.98
1990 – 1994	University	Kasetsart University (Bachelor's Degree)
	Faculty	Social Science
	Major	Community Psychology (B.Sc.)
	GPA	3.49
1996 – 1999	University	Kasetsart University (Master Degree)
	Faculty	Social Science
	Major	Industry Psychology (M.Sc.)
	GPA	3.47

Work Experience

October 2008 – May 2022

Thanasiri Group Public Company Limited.

Type of business : Real Estate Developer

Position : Human Resources & Operations Director

Responsibility : HRBP, HRM, HRD, OD, Administration and Operation

- Responsibility human resources management support Thanasiri Group 2 company. (Thanasiri Group PLC. and Thanasiri Property Development Co., Ltd.)
- Key areas include HRM and HRD such as job evaluation, Culture Organization, organization development, manpower management, recruitment, human resources development, career path planning and development, performance management, rewarding strategy, compensation and benefits structure and management, strategic employee relations and communication, HR policies and procedures development and monitoring, Talent Management, Succession Management, Administration System.
- Be responsible for setting the HR strategy and conduct for achievement.
- Be responsible to be the change agent's role and coordinate between staffs and the Management.
- Be an advisor to motivate the staff morale and working condition to be cheerful.
- Create new and effective project to develop the organization performance.
- Pace with the external procession in order to apply in the organization
- Responsibility for Thanasiri CSR Project

May 2005 – September 2008

Scientific Promotion Co., Ltd. (SPC Group)

Type of business : Retail for science equipment, medical equipment and environment equipment

Position : Human Resources Manager and Deputy Central Administration Manager

Responsibility :

- Responsibility human resources management 4 company of SPC Group.
- Key areas include job evaluation, organization development, manpower management, recruitment, human resources development, career path planning and development, performance management, rewarding strategy, compensation and benefits structure and management, strategic employee relations and communication, HR policies and procedures development and monitoring, Talent Management, Succession Management.
- Handle Management Tools such as BSC, KPI, Competency
- Be responsible for setting the HR strategy and conduct for achievement.
- Be responsible to be the change agent's role and coordinate between staffs and the Management.
- Be an advisor to motivate the staff morale and working condition to be cheerful.
- Create new and effective project to develop the organization performance.
- Pace with the external procession in order to apply in the organization

Work Achievement :

1. Recruitment Strategic
2. Revise Compensation & Benefit
3. Human Resources Development Program
4. Talent & Succession Management Model
5. Salary Structure
6. Marketing Concept for Human Resource Management

June 2004 – March 2005

Central Watson's Co., Ltd.

Type of business : Retail store for health and beauty product

Position : Recruitment Manager

Responsibility :

1. Recruitment
 - Analysis and manpower management support to operations (Over 100 stores & 1,000 peoples)
 - Mass recruitment 200 peoples/month
 - Recruitment Planning & Strategy
 - Interview and selection in operations level to management level
 - Recruitment report such as ; manpower, turnover rate, exit interview etc.
2. Training
 - Trainer in orientation course about rule & regulation, welfare, benefit, personnel document
3. Employee Relation
 - Employee activity : Sport day, staff party , etc.
 - Visit store
 - Uniform stock control
 - HR counseling

May 2003 – May 2004

Rangsit Palza Co., Ltd. (Future Park Rangsit Shopping Center)

Type of business : Shopping Mall

Position : Assistant Human Resources Manager

Responsibility :

1. Recruitment

- Analysis & manpower management
- Development recruitment tool & strategy
- Interview & Selection
- Recruitment report such as ; manpower, turnover rate, exit interview etc.

2. Human Resource Development

- Development competency system
- Management training by competency
- Training Report

3. Payroll

- Provide human resource budget
- Management & control human resource budget
- Verify payroll by month
- Salary survey

4. Employee Relation

- Employee activity : Sport day, staff party , etc.
- HR counseling

5. Internal Communication

- Center of employee information
- Management about employee information
- Provide employee newsletter, HR Magazine

August 2002 – April 2003

Ek-Chai Distribution System Co., Ltd. (TESCO LOTUS)

Type of business : Hypermarket

Position : Human Resources Manager (Operations)

Responsibility : Management all human resources function

1. Recruitment

2. Training

3. Compensation

4. Employee Relations

5. Human Resource Report

June 1999 – June 2002

Central Watson's Co., Ltd.

Type of business : Retail store for health and beauty product

Position : Recruitment Supervisor

Responsibility :

1. Recruitment

- Analysis and manpower management support to operations (Over 100 stores & 1,000 peoples)
- Mass recruitment 120 peoples/month
- Recruitment Planning & Strategy
- Interview and selection in operations level to management level
- Recruitment report such as ; manpower, turnover rate, exit interview etc.

2. Training

- Trainer in orientation course about rule & regulation, welfare, benefit, personnel document

3. Employee Relation

- Employee activity : Sport day, staff party , etc.
- Visit store
- Uniform stock control
- HR counseling

June 1996 – May 1999

Bio Consumer Co., Ltd.

Type of business : Manufactory and distributor in consumer product

Position : Human Resources Officer

Responsibility :

1. Recruitment
2. Training

May 1994 – May 1996

C.P. Seven Eleven PCL.

Type of business : Convenience store 24 hrs.

Position : Recruitment Officer

Responsibility : Handle recruitment function such as ; planning, campus recruitment project, recruitment project, selection & interview, manpower control, orientation etc.

Special Ability

- PC Computer : Microsoft Word, Excel, PowerPoint, Internet
- Ability to type both Thai and English, speaking and written English is good

Training Course

1. Safety for supervisor from Safety Committee
2. Human Resources Management from PMAS
3. Interview and selection from PMAS
4. Dacum from Development labour department of thai government
5. Thai labour law

Expected Salary

Expected Salary By salary structure and negotiate