**TRUSHIT ACHARYA**

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**Residence : 079-26820760**

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OBJECTIVE

* To contribute professionally my level best to prove myself as an ASSET to the organization.

MAJOR CONTRIBUTIONS AT PRESENT/PAST ORGANISATION

Dedicated, Accurate and a Perfect HR Professional having more than **20 years** of Generalist experience **(Pharma, Auto Ancillary, Power Sector, FMCG)** and contribute the organization towards Talent Acquisition, Effectively manage Performance Appraisal system, Robust HR data analysis and give input for strategic decision of business, Contribute for nurturing Human Talent and potential skill management by way of conducting various training program, Maintain harmonious relation amongst employees and management, Maintain and manage Statutory compliance under applicable labour laws.

* + Setting up 2 Greenfield projects.
  + Conceptualize & Implementing Induction training program (Department wise) for new joiner.
  + H.R Policy formulation & implementation.
  + Handle contract labor strike independently.
  + Prepared HR policy manual.
  + Recruited around 150 junior/senior/middle level manpower with zero advertisement cost.

PROFESSIONAL EXPERIENCE

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| **Sr. No** | **Organization Name** | **Position Held** | **From** | **To** |
| 01 | Biotech Vision Care Pvt. Ltd | Sr. Manager HR | July-23 | Continue |
| 02 | Urmin Group of Companies | Manager HR & IR | Sept-16 | July-23 |
| 03 | TVS Logistics Services Ltd. (Ford India Ltd, Sanand) | Manager HR | April-15 | Aug-16 |
| 04 | Shree Digvijay Cement Co. LTD | Asst. Manager-HR | April-14 | April-15 |
| 05 | Cadila Healthcare Ltd (Zydus Cadila) {Greenfield Project} | Sr. Executive HR | May-11 | April 14 |
| 06 | Bhavnagar Energy Company Limited (Promoted by various Govt. P.S.U’s) (Greenfield Project) | Dy. Manager | Dec-08 | Feb-11 |
| 07 | Meghmani Organics Limited | HR Executive (Corporate Office) | Apr-07 | Nov-08 |
| 08 | Tamboli Castings Limited (Greenfield Project) | Asst. Perosnnel Officer | Apr-05 | Apr- 07 |
| 09 | Lupin Limited | Trainee P & A | Sept-02 | Mar-05 |

* **Talent management :**
  + Annual recruitment budget.
  + Design induction scheme.
  + Prepared job profile and posting on job portal.
  + Ensuring effective management of new joiners.
* **Performance Management :**
  + Implement partly online performance appraisal system at Meghmani Organics Limited and thereby reduce the appraisal cycle time.
  + Goal setting & periodic review.
* **Learning & Development :**
  + Preparation of training calendar based on competency assessment of employees.
  + Identify the training needs on the basis of performance appraisal system and suggested by HOD.
  + Coordination with various HR consultants and training institutes to meet organizational requirements.
* **Industrial relations**
* Participated Union settlement activity and signed 3 years agreement with union in a history of IPCL.
* Taken Disciplinary action up-to suspension of the employees.
* Participated in Domestic inquiry.
* Prevent the union formation activity at Cadila Healtharecare Ltd.
* Liason with local Police & Government authorities during the strike and

labour unrest.

* + Member of Workers committee at Tamboli Castings Limited and settele the workers issues at initial level only.
  + Grievance handling & maintain harmonious relationship within the organization.
* **Government official Liasioning**
* Liasioning with government official under various labour laws like Factory Act, Contract Labour Act, Employment Exchange Etc.
* **Administration**
* Monitoring plant general administration activities like canteen, transport, pool vehicle etc.

**PROFESSIONAL QUALIFICATIONS**

* **Post Graduate Diploma in Managing Industrial Relations & Labour Laws (MIRLL)** in the year 2021 from B K School of Professional & Management Studies. **(With respect to New upcoming Labour Codes)**
* **Post Graduate Diploma in Human Resource Management (D.H.R.M)** in the year 2002from faculty of Social Work, M.S University, Vadodara.
* **Diploma in Labor Laws & Practice (D.L.P)** in the year 2001 from faculty of Law, M.S University, Vadodara.
* **Post Graduate Diploma in Industrial Relation & Personnel Management (I.R.P.M)** in the year 2000 from Bharatiya Vidya Bhavan, Vadodara.
* **Master of Arts (M.A)** with specialization in **Economics of Human and Natural Resources** in the year 1999 from faculty of Arts, M.S University, Vadodara.
* **Bachelor of Arts (B.A)** with Economics in the year 1997 from Faculty of arts, M.S. University, Vadodara

**DISSERTATIONS**

* “HURDLES IN HR PRACTICES AT SMALL SCALE INDUSTRIES” for PG Diploma in HRM.
* “ABSENTEEISM — A CASE STUDY OF TRANSPEK” was carried out for PG Diploma in I.R.P.M.

**PROFESSIONAL TRAINING/SEMINARS/LECTURES ATTENDED**

* Training on **HUMAN PROCESS LAB (HPL) WITH REGARDS TO INDIAN ETHOS, SOCIETAL ROLE, PERSONAL ROLE, AND ORGANISATIONAL ROLE** by Dr. K.K Mehta.
* Advanced training on **PERSONAL EFFECTIVENESS with utilization of different instruments** By Dr. K.K Mehta.

**EXTRA CURRICULAR ACTIVITY**

* Participated & Represented Bhavnagar **District Table Tennis** Tournament held in the year 1989.
* Conduct Reiki Seminar and healing for human wellbeing and healthy society.
* Active members in HR professional to organize HR Events and training program.

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| |  |  | | --- | --- | | **Trushit Acharya's Public PDA Profile** |  | |  |
|  | |  |  | | --- | --- | | |  | | --- | | PDA Summary | | |

Trushit is a precise, accurate and meticulous individual. He constantly seeks perfection and is very interested in details. He is normally quiet and discreet, and will have no problem working once he receives precise instructions about what he has to do.

Trushit is careful and although he has some attention to detail, he also requires tasks that are varied, to avoid getting bored and to achieve maximum efficiency. He likes to think about things. Trushit uses his logical and analytical skills to respond to complex and difficult problems.

Trushit is systematic, methodical and disciplined. In his approach to work he tends to adhere very closely to policies, guidelines and rules. He tends to observe protocol. He works more effectively and comfortably in structured, clear and unequivocal situations.

Trushit can work well on his own to solve problems and plan activities. He can be efficient in team work, in small groups and in one-on-one relationships.

Trushit will attempt to satisfy the needs of others. In general, he will respect the ideas, opinions and behaviors of others, especially those he trusts.

He will feel motivated with specialized tasks, either as a team member or on his own. His authority must be based mainly on his skills and his functions can include varied types of tasks.

His general approach is cautious and conservative. He prefers having a good amount of data before committing to a course of action or making a decision.

**PERSONAL DETAILS**

**DATE OF BIRTH** : 03rd August 1976

**PERMANENT ADDRESS** : A-202, Smarana Appartment,

Bakeri City, Vejalpur,

Opposite Torrent power

Zonal Office,

Ahmedabad-380 051

**MARITAL STATUS** : Married

**PASSPORT NO** : K9365387

**NOTICE PERIOD** : One month