**SUMMARY OF QUALIFCATIONS:**

* Goal-driven, Dynamic and Dedicated Human Resource professional with 15 years of expertise in Business Partnering, Talent Acquisition, Talent Management, Organization Development, Performance Management, Compensation, Succession Planning, Diversity, Inclusion & HR Lead Roles in IT/ITES and BFSI Sectors.
* Multi-cultural exposure; worked closely with various Teams and stakeholders in US, UK, Canada & PAN India.
* Successfully led teams to manage employee span of up to **1500**.

**PROFESSIONAL EXPERIENCE:**

**July’21 – March’22 Softnautics LLP**

**Director – Human Resources Ahmedabad, India**

Softnautics is a leading product engineering company offering end-to-end technology solutions for enterprise across industries. With our unique ability to offer end-to-end solutions that connect Sensors, Software, and Services, we enable businesses to move from the traditional to digital or improve businesses by introducing a digital element in their solutions.

Heading human resources and leading a team of passionate HR professionals.

**Direct Reports :** 5 HR Professionals (TA, HRBP, HR Ops).

**Responsibilities :**

* Built a team of Talent Acquisition from Scratch, Introduced bulk hiring drives. Revamped employee referral policy.
* Campus hiring of engineering graduates for development & engineering team. Created post offer engagement framework to improve offer to joining ration.
* Building a process driven culture, Revamped existing HR processes & policies (Exit, Covid, Leave etc).
* Monthly HR Presentation, Attrition Reviews, Engagement Initiatives.

**Jan’21 – June’21 Azilen Technologies**

**AVP – Human Resources Ahmedabad, India**

Azilen Technologies established in 2009 with its own product for the Hospitality segment in the global market. After getting huge success & having experience of entire product development lifecycle, In 2011 Azilen has started with a separate division with the intention of consulting Start-ups, SMBs and Enterprises to create, sustain and transform world-class product which gives best consumer “experience”.

Heading human resources and leading a team of passionate HR professionals.

**Direct Reports :** 10 HR Professionals (TA, HRBP, HR Ops, Learning & Development).

**Responsibilities :**

* Handling entire gamut of HR and contributing towards success of business. Created periodic attrition review framework and dashboard. Implementing Qualtrics to measure engagement and pulse of organization.
* Built a team of Talent Acquisition from Scratch, Introduced bulk hiring drives. Revamped employee referral policy and increase referral hiring by 15%.
* Campus hiring of engineering graduates for development & engineering team. Created post offer engagement framework to improve offer to joining ration.
* Building a process driven culture, Updated existing HR processes & policies (Exit, Covid, Leave etc).
* Successfully implemented Zoho ATS and Zoho HRMS.
* Ensuring timely completion of PMS & adherence to process without any deviation.
* Built and implemented onboarding process, Driving engagement initiatives

**March’19 – Jan’21 HDFC Life Insurance Ltd**

**Manager – Human Resources Ahmedabad, India**

HDFC Life is one of India's leading life insurance companies, offering a range of individual and group insurance solutions that meet various life stage needs of customers.

**RHR (Sales HR Business Partner) -** Led a team of hr business partners for Gujarat & Baroda regions**.**

Managing count of **1500** Front line sales employees and Sales leadership team speeded across 32 branches of Gujarat.

**Direct Reports :** 6 HR Business Partners

**Responsibilities :**

* Effectively managed Stakeholder and regain their trust in HR team.
* Conducted monthly Regional Business council meetings with stakeholders for better collaboration and to identify support items.
* Conducted Monthly Attrition reviews for various departments (e.g. Agency, Bancassurance, Direct, Operations etc) and implemented retention strategies which resulted in **30% reduction FLS attrition**.
* Implemented Early Warning Indicators to curb attrition.
* Budgeted manpower vs Actual was at 70% (Manning), Done thorough analysis to identify Talent Acquisition problems and built a Talent Acquisition plan to have required manpower in place which resulted in **95% Manning Improvement.**
* Working very closely with HO HR Team to cascade Digital Employee Engagement, exception approvals, administration of assessments & new initiative.
* Conducted Monthly & quarterly rewards & recognition sessions for the region.
* Ensuring timely completion of PMS & adherence to process without any deviation.
* Identifying & conducting regular career conclave sessions with key talent pool. IJP (Improvement of 10% by filling positions internally, vertical growth for employees).
* Handled complex grievances, Investigation of whistle-blower and disciplinary/behavioral cases
* Actively participated in Business Continuity planning and Zonal Task Force

**May ’13 – March’19 Sophos Technologies Pvt Ltd**

**Ahmedabad, India**

**Growth Path:-**

Senior Talent Acquisition Specialist (Jan’17 – March’19)

Assistant Manager - HR (April’15- Dec’16)

Sr. Executive – HR (May’13 – Mar 15)

Sophos technologies is a global leader in delivering complete IT security, enabling businesses to secure and control their IT infrastructure against threats such as computer viruses, spam, spyware, hackers and policy abuse. We offer award winning encryption, endpoint security, web, email, mobile and network security backed by SophosLabs - a global network of threat intelligence centers. Today, we secure more than 100 million users in 150 countries and 100,000 businesses, including Pixar, Under Armour, Northrop Grumman, Xerox, Ford, Avis, and Toshiba. As IT networks grow in complexity, Sophos is focused on keeping IT security simple and reliable. Founded in 1985 and headquartered in Oxford, UK, the company billed revenues of $450+ million in FY15. The company's stock is publicly traded on the London Stock Exchange under the symbol "SOPH."

**Direct Reports :** 3 TA & TM team members.

**Responsibilities:**

* Hiring, Onboarding, Engaging top talent for Product Development, Sales, Marketing, Technical Support, Threat Labs, Service Desk, SOC, Engineering, SCM, Finance etc functions.
* Hired Channel Sales & Presales candidates in India and 22 other countries (APAC, Middle East, Africa, Europe)
* Created new teams of Technical Support, Sitecore Development, Salesforce Development, Data Centre Operations, Supply Chain Management etc in Ahmedabad.
* Remained Owner of bulk hiring drives & campus hiring throughout my tenure with Sophos
* Conducted campus hiring drives of engineering graduates from top ranked engineering colleges in India (NIT’s, LNMIIT, Nirma, VJTI, PIT, UPES etc)
* Improved candidate experience and created post offer engagement framework. Worked on ATS SuccessFactors & Taleo
* Created IJP framework & implemented for internal hirings.
* Conducted Attrition Reviews & implemented Retention strategies. Talent Management & succession planning
* Participated and owned Periodic process reviews and designed new HR policies.

**May ’12 – Feb ‘13 Iris Software Pvt Ltd**

**Associate – Recruitment New Delhi, India**

Actioned into existence in 1996, Iris Software Inc. has grown into a reputed software solutions organization with offices in the US and in India, fulfilling the IT ambitions and requirements of a very broad range of organizations and industries – embracing the Fortune-listed as well as the middle markets.

**Responsibilities:**

* Hiring IT talent for various geographies for Iris and our BFSI clients (Barclays Capital, Bank of America, JP Morgan Chase, KPMG).
* Mentoring and leading team of recruiters for 500+ employees.
* Process reviews & training, End to end HR documentation.

**June ‘10 – Mar ‘12 PSI Inc.**

**Account Manager (Talent Acquisition) Ahmedabad, India**

Prabhav Services is subsidiary of Prabhav Services Inc, USA. Specialized in Training, Infrastructure, Staffing and Technology services. Prabhav Services Inc has been recognized as trusted partner and provider of high quality resources to their clients.

**Direct Reports:** 5 Technical Recruiters.

**Responsibilities:**

* Joined a challenging role of setting up Ahmedabad office from Scratch and achieved phenomenal growth of more than 200% in revenue and increased profitability to 20%.
* Hired, mentored and lead a team of recruiters for day to day staffing function.
* Created various processes and trained teams to optimize output.
* Executing and negotiating Business contracts with vendors, clients and candidates.

**Jan ‘06 – June ‘10 cyberThink InfoTech Pvt Ltd**

**Sr Technical Recruiter - US and H1B Recruitment Ahmedabad, India & Bridgewater, NJ**

cyberThink Info Tech Pvt. Ltd. is affiliated with cyberThink, Inc. based in New Jersey, USA which has having the branch office in UK. cyberThink is providing solutions to fortune 500 companies in USA. cyberThink was ranked 75th with Immigration and Naturalization Service in 1999. It is the one of the fastest growing company in the USA.

**Responsibilities:**

* Responsible for managing the entire recruitment cycle from requisition initiation to sourcing, to acceptance of offer and final placement.
* Actively negotiating rates with vendors/consultants and providing best of the candidates to the client with the minimum possible response time. Instrumental in sourcing and hiring of talent for different IT skills.
* Responsible for fulfilling various in-house needs of IT and marketing professionals and bulk recruitment for H1-B visa.
* Involved in various HR functions such as recruitment, administration of office needs, managing various processes of employee (Offer, Appraisal, and Payroll).
* Understood entire H1-B transfer process and took initiative in starting the same from India office and got first successful H1-B transfer done from India office also got first labor substitution done for a candidate from India office.
* Handled H1 recruitment drive starting from sourcing till offer.