

Professional Experience

Total Experience : 3.8 Years

Team Lease Services, Assistant Manager HR

May 2024 – Present

Driving HRBP, Talent Acquisition, and L&D Initiatives to Enhance Workforce and Business Performance

- Managing a **workforce** of **300+** employees through **stakeholder management**, **conflict resolution**, and **EE** initiatives.
- Preparing Monthly and Quarterly Business Review (**MBR & QBR**) decks, **performance management** plans and attrition analysis by analyzing business data to support informed **decision-making** and enhance business functions.
- Handling **end-to-end Recruitment** for **leadership** hiring across both **technical** and **non-technical** domains for all the BU.
- Utilizing **resource management data** to make data-driven decisions, optimizing workforce allocation and operational efficiency.
- Assisting in **L&D** initiatives by supporting the **development** of **training modules** for classroom and **certification programs**.

Team Lease Services, Account Management Intern

April 2023 – June 2023

Proactively addressed blue-collar workforce challenges and Elevated client engagement and insights

- Led** the consumer team in **identifying blue-collar workforce challenges** & proactively presenting the most relevant TeamLease Solutions
- Conducted** client meetings, and engaged with **68** HR and Plant heads for specialized service awareness
- Initiated** meetings with **18** existing and **50** potential clients in FMCG & FMCD sectors, sought feedback, & gathered valuable insights.
- Effectively **persuaded** Pigeon India Pvt. Ltd. to participate in a pitching meeting, Onboarding **200** Potential Employees.

Annova Solutions Pvt. Ltd., HR Executive

Dec 2021 – May 2022

Responsible for end-to-end Recruitment for the Healthcare data retrieval process

- Directed** the Recruitment lifecycle, **screened 700+ candidates**, & **acquired** a premium talent pool of **400+ candidates**
- Supervised** tasks such as offering approval from the manager, compensation negotiations, data collation, and closing offers
- Received **Recognition** for selecting **119** highly qualified candidates in just two months.

Teleperformance, Asst. HR (Contractual)

Aug 2021 – Dec 2021

- Carried out** tasks such as **screening**, **walk-in interviews**, **battery assessments**, **compensation negotiations**, & **seamless onboarding**
- Managed** end-to-end talent acquisition, **recruited 350+ high-Caliber candidates** for leading **Telecom** firms, in 4 months
- Received accolades for successfully **onboarding 126** candidates, **executing the complete recruitment lifecycle**

Chandra Products Pvt. Ltd. (Product Manager)

Nov 2020 – July 2021

- Conducted comprehensive **market research** to analyze demand dynamics and competitive landscape in the Indore **spices market**
- Spearheaded the re-launch of an existing product, **expanding supply** and tailoring offerings to cater specifically to the needs of **HoReCa businesses**, **our targeted audience**.
- Identified and implemented **optimized supply modes**, ensuring a **seamless & timely supply chain** across the city

Nirnar Aqua Pvt. Ltd., Executive Assistant

May 2019 – Sep 2020

- Fostered and **maintained relationships** with **keystakeholders**, resulting in a **20%** increase in business partnerships.
- Implemented an efficient filing system, **reducing document retrieval** time by **30%** and enhancing overall organization.
- Oversaw office inventory activities, facilitated communications, and supported the HR team by screening profiles for the sales team.

Academic Achievements

Year	Degree	Board / University	% / CGPA
2022-2024	PGDM	Goa Institute of Management	56.75
2015-2019	B.E.(ME)	AITR	71.80
2014-2015	HSC	ILVA HSC	72.6
2012-2013	SSC	Annie Besant School	81.7

- Certificate of **Professional in HR**, offered by **LinkedIn**
- Certification in **Talent Management**, offered by **LinkedIn**
- Certification of **Marketing**, Offered by **Coursera**
- Certificate of **Excel Essential Training**, Offered by **LinkedIn**
- Certificate of **Power BI**, Offered by **Office Masters**

Select Academic Work

CSSR Activity: All India Rising Trust	<ul style="list-style-type: none"> Led collaborative efforts with <i>All India Rising Trust</i> and <i>Goa Institute of Management</i> to combat waterbody degradation in Bangalore and Goa, involving extensive research and community initiatives Aligned the project with SDGs (Goals 6, 11, and 12), showcasing commitment to environmental challenges and pioneering sustainable water usage pathways through global collaboration with NGOs, government officials, and environmentalists
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Competency Mapping	<ul style="list-style-type: none"> Simulated a corporate assessment center to assess the competencies of candidates based on enterprise acumen, people focus, supportive nature, innovation mindset, cooperation, and institutionalizing Incorporated tools like in-tray exercises, team simulation, case studies, negotiations, and interview
Social Media Marketing	<ul style="list-style-type: none"> Accountable for facilitating customer conversions, overseeing onboarding processes, and ensuring the delivery of services, specifically specializing in the innovative realm of meme marketing Acknowledged for surpassing monthly targets within one week, contributing to a total sales figure of 78k

Positions of Responsibility

- Senior Core Committee Member:** As a core team member of *Curio the Creative Club of GIM*, successfully **organized 8 successful events that positively impacted 500+ students**, in 2022
- Head:** Nritya, & Aarambh, Co-ordinated events such as dance workshops, acting performances, & competitions, 2023.

Extra-curricular Activities

- Competed at GIM's PRACHAAR **Marketing Competition** against **739 top B-school teams**, formulated a **real-life business idea**, in 2024
- Engaged as a cast member in the **web series "Mission Indore,"** currently streaming on the **MX PLAYER** platform, 2021
- Responsible for Fund Generation at **SOS (Save our Souls)**, contributing to generating a total sum of **2.5 Lakhs**, 2019

