



WILSON
Human Resource & Recruitment
Specialist – India & Middle East, china

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HR Function

Recruitment & Selection	★★★★★
Administrative	★★★★★
Statutory Compliance	★★★★★
HR Operations	★★★★★
Security & Safety	★★★★★
Policy Mgmt., SOP	★★★★★
Employee Engagement	★★★★★
Training & Development	★★★★★
Grievances Mgmt.	★★★★★
Performance Mgmt.	★★★★★
Compensation & Benefits	★★★★★
Succession Planning	★★★★★
Employee Relations	★★★★★
Industrial Relations	★★★★★
HRIS, HRMS	★★★★★
Reward & Recognition	★★★★★
Payroll Management	★★★★★
Business development	★★★★★



Profile Summary

HR. Business Partner with practical understanding of Business needs, highly effective at incorporating creative leadership skills to achieve business objectives. Successful in building & motivating dynamic teams



Competencies

Business Acumen | Communication | Consultation | HR Expertise | Excellent communication & interpersonal skills | Relationship Mgmt. | Problem-solving & decision-making aptitude | Excellent organizational & multitasking abilities | Outstanding organizational & time-management abilities |

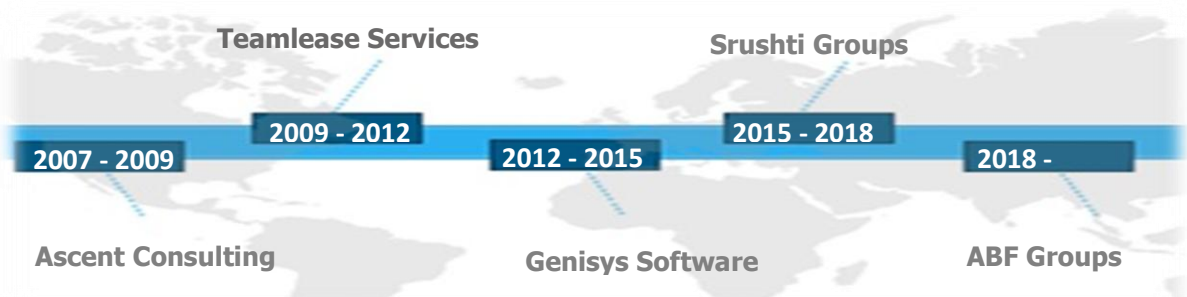


Industry

- ★ Shipping & Logistics
- ★ Freight Forwarding & Warehousing
- ★ Building material (Steel, Cement)
- ★ Leather Trading
- ★ Software & BPO, KPO
- ★ Telecomm, Ecommerce
- ★ FMCG, Retail, Insurance
- ★ Real Estate
- ★ Staffing, Manpower



Career Timeline



Work Experience

Company	Year	Position	Experience in Industry
ABF Groups	2018-	Manager-HRBP	Shipping, Freight, leather, Steel, manufacture
Srushti Groups	2015-18	GM – HR, Admin, BD	Staffing, Event, Manufacture, Ecommerce, Telecomm
Genisys Software	2012-15	Lead- HR & Admin	IT software, BPO, FMCG,
Team lease	2009-12	Sr. HR Executive	Staffing (Retail, Manufacturing, Insurance, Real Estate
Ascent Consulting	2007-09	Executive-HR	Staffing (FMCG, Retail, Insurance, IT)



Education

- ▶ MBA (Human Resource) in Indian School of Business Management (ISBM)
- ▶ Diploma in Electric Engineering (ACMS)
- ▶ Diploma in Business Management (MIMS)
- ▶ Diploma in Computer Science & Application
- ▶ Certifications - Interior Decoration | Diploma in ornithology | Certificate in Health and Science | Payroll



Work Experience

Since Feb'18 to till with ABF Group of companies as a Manager – HR Business Partner

Key Responsibilities:

- End to End HR operations & Global Recruitment of INDIA, MIDDLES EAST, CHINA
- Specialized in Global recruitment of Leather, shipping & logistics, freight forwarding, Steel, Manufacturing industry.
- Direct the Company in keeping with the vision outlined for the company by the Board of Directors.
- Partner with high level officers to grow the company, strengthen it & ensure its sustainability
- Represent the company in the market, presenting our brand in public events and meeting
- Monitor all Administrative (Housekeeping, Security, Travel/Cab, Stationery, New Joiner materials, inventory Control)
- Work closely with all group of companies regarding hiring, payroll & benefit disbursement, Recruitment
- Improved the category management by sales mix change, hierarchy correction and vendor rationalization
- Oversee quality control throughout the company, establishing goals for each Dept.
- Managing the matter administration of the entire company & operating the multi- faceted tasks
- Responsible for entire HR, Admin., Industrial Relationship, Union Management, Govt. Liaisoning, Labor relations
- Maintain a harmonious Industrial Relations climate through various employee engagement initiatives.
- Handling above firm/Vertical – Real Estate, Manufacturing(Furniture, leather, textile), co-operative Bank, Hospitality, School, construction,



Achievements (2007 to 2017)

- **Achievement of the year 2015 to 2018** –Sourcing from zero cost recruitment channels such as Free Job Portals, Advertisements, Social Network Promotion (LinkedIn, face book, Whatsapp), NGO tie ups, Referrals, advertisements, job fairs, College Tie-ups, Field work, flyers, Posters - **Collated 83 Lakhs Candidate database**
- Recruited 80+ Blind Staff & given employment & promoted our service across South India (Blue Collar)
- Hiring & Training Blind Staff and providing Employment, seeking for Sponsors to health Insurance
- Hired 7000+ candidates for BPO, Manufacture, Telecommunication, Hospitality, Ecommerce Sector (Blue Collar)
- Strong Global Connection with candidate for Sales, Warehouse, logistics, Accounts, HR, Commercial
- Setting & meeting of different targets that is highly necessary for the success of the company.
- Ensuring that the routine requirements of a company are adequately fulfilled & that too on time
- Negotiating & reviewing contracts with external recruitment partners, & streamlining the recruitment strategy
- Facilitated the rebuilding of the HR function, brought recruitment in-house, which resulted in significant cost-save
- Executed various sales plans for accomplishment of company's business goals across India & middle east
- Accomplished company's sales target by 98% and secured appreciation for the same from management
- Consistently achieved high quality assurance ratings,
- Developed Attendance Mgmt. policy which has reduced absenteeism levels in the workplace by 2% year-on-year



Voluntary Experience



Catechist training to orphanage kids

Soft skill & Telephone skill training for Visually impaired Candidates

Employment for visually impaired Candidates



Personal Details

Date of Birth	:	4 th June 1980
Marital Status	:	Married
Languages Known	:	English, Hindi, Kannada and Konkani
Address:	:	No.95, Dommasandra, Sarjapura main road, Bangalore
Notice Period	:	30 days
Passport No	:	R0301874
Notice Period	:	1 Month

Location : Bangalore

Signature

