



Samir Pangarkar

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Objectives

Dynamic HR professional with extensive experience at ASESEAL India, excelling in strategic HR management and talent acquisition. Proven track record in enhancing employee engagement and performance management systems. Adept at fostering strong employee relations and ensuring compliance with labour laws, while demonstrating exceptional leadership and communication skills.

Core competencies

Industrial relationship, Leadership, Succession Planning, Benefit/compensation change management, Mentoring and training, Performance review, Recruitment and selection, Project Management, Workforce Management, Employee law, Statutory compliance, Strategic HR, Policy, and Procedures

Profile Summary

- A results-driven professional with extensive experience in leading and managing human resources.
- Skilled in spearheading HR projects and initiatives focused on automation and digitalization of HR processes.
- Proven success as both a team lead and independent contributor, providing advisory support to businesses.
- Excellence in partnering with business leaders, ensuring compliance with labour regulations, union handling, optimizing compensation and benefits, resolving employee grievances, conducting performance appraisals and reviews, and managing HR policy, process, and system audits.
- Expertise in developing and implementing HR policies, procedures, and programs that align with business objectives and promote a positive work culture.
- Proven success in negotiating win-win compromises, developing team-building programs, job descriptions, competency mapping, gradation, and management reports.
- Re-designed the human resources function to align with strategic direction; established the HR department as a significant contributor to business operations.
- Partnered with HRMS, Payroll for each & every employee, including end-to-end management of appraisal, annual bonus cycles, and incentive plans.
- Provided HR policy guidance & interpretation on business unit restructures, workforce planning, and succession planning.
- Developed and implemented programs designed to achieve strategic, business, and operational goals; advised the senior leadership on matters that include talent acquisition, performance management, strategic planning, policy, staffing, compensation, and succession planning.
- Mentoring programs for all level employees

Professional Work Experience

- ASESEAL India Private Limited, Varve, from June 2013 to till date as a manager – HR & Administration

Core responsibility

- **Strategic HR:** Formulating, Developing, implementing, and fluctuating HR strategy, and HR budget as per the business requirement.
 - **Talent Acquisition:** Budgeting workforce, Job description, Interviews, campus recruitment, and salary negotiation
 - **Performance Appraisal:** Performance Management, implementation, and improvement of the Performance Management System, KRAs, and competency mapping.
 - **Training and Development:** Training needs identification through Competency Mapping and Skill Matrix, Training Calendar, Training Budget, Training effectiveness measures, Cross function training and Induction training
 - **Mentoring:** Design and implemented a mentor-mentee program
 - **HR Reporting and Administration:** Time office administration, Compiling monthly management reports, Salary computation.
 - **Industrial Relations:** Civil and Labour court cases, Dialogue with the union, maintaining harmonious industrial relations, Wage agreement, discipline action, Licensing with external authorities, Legal Compliances & audits, Contract Labour Management, maintaining good relations with local political/non-political / govt. authorities.
 - **Employee Engagement & Welfare:** Employee Satisfaction Survey, Reward & Recognition Policy, Events organization, spot appreciation.
 - **Administration:** Monitoring Housekeeping, Health, and safety, Monitoring external agencies like Security, Transport and Labour contractor etc
 - **Statutory Compliance:** Filing returns as per necessary labour laws, Factory Act, MPCB etc.
 - **Separation:** Separation records of employees, exit interviews, full and final settlements.
- **Universal Construction Machinery Ltd, Shivare** from January 2008 to June 2013 as an Assistant Manager – HR & Administration.
- **Bharat Forge Ltd, Chakan** from June 2004 to December 2007 as a Technician

Notable achievement

- Certified a Mentor and internal ISO auditor.
- Digitalization of HR
- Successfully set up a new company
- External union dissolved.
- Successfully separated permanent workers thru retrenchment
- Reduce cost in HR & Admin department budget.
- Awarded silver award in 2014 and gold award in 2015 for best performance.
- Member of 6S and visual Management team.
- Active participation in Organization Employee Engagement Activities

Certifications

Leadership Training, Effective Recruitment Skills, Communication Skills, Timing Management, Sexual Harassment of women in the workplace, Domestic Enquiry, competency mapping

Personal details

Date of birth: 09th June 1984

Languages Known: English, Hindi, and Marathi

Education: B.Sc., MPM, LLB appear

Permanent Address: Balaji Temple, Near to Shirwal MIDC, Pune -412205