

Ankit Pathak

Home City: Lucknow- Ready to relocate • 7007878028 • job.ankitpathak@gmail.com

Lead LM Operations (Grocer FSD) at Flipkart with 12+ years in monitoring and enhancing performance matrices of operations. Looking for Operations mid level role in Logistics/Supply Chain (Ecomm.) in Uttar Pradesh. Strong business partnering & people skills (poet by hobby!)

Experience

AUG 2024 TO Till Date

Lead LM Operations (Grocery-FSD) at Flipkart

Achieving best service level of my cross dock (XDLUC_ALM) with correlation to cost. Monitor all the KPIs of performance matrices and take proactive action as per call-out signaling. Leading App sheet adherence for my manager AOR, Recently driving biker scale-up from Grocery-FSD Xds of Lucknow.

AUG 2018 TO MAY 2024

Manager at Delhivery Limited

Promoting best practice and culture in the facilities. Monitoring capacity and proactively resolving any shortage in capacity due to attrition, absenteeism, and other factors. Disciplinary action post investigating the grievance came in notice or raised. Regularly assessing up skill needs and providing step up opportunities to existing workforce. Handling regular HR Operation matrices (talent acquisition, induction, training, attrition, roster, absenteeism, costing, compliance grievances, engagement, and R&R etc.) with team of 4 subordinates.

Count: 1400+ blue collar workforce + 500 approx. on roll + 150 approx. /day ad-hoc [27 Centers]

Area	Activity
Talent Acquisition	<ul style="list-style-type: none">* Sourced top talent through online job boards, professional networks, and employee referrals.* Qualified applicant pool of 1000+ resumes with screening level details* Reduced time-to-hire by 30% (15 days to 10 days)* Developed and implemented effective recruitment strategies.
On boarding & Induction	<ul style="list-style-type: none">* Streamlined on boarding process for a smooth and positive new hire experience.* Created and implemented induction programs and materials.* Fostered team and company culture integration for new hires.
Employee Engagement	<ul style="list-style-type: none">* Conducted various activities to keep workforce engaged and motivated.* Reduced female employee's absenteeism approx. 11% due to health issues making aware about menstrual hygiene and related awareness.* Established effective employee communication channels.
Employee Relations	<ul style="list-style-type: none">* Handled employee grievances and ensured fair resolution.* Recommended process improvements based on grievance analysis.* Processed disciplinary letters following thorough investigations.
Business Partnering	<ul style="list-style-type: none">* Identified and implemented cost-saving HR initiatives, achieved cost savings of 7 Lac/month through HR initiatives.* Increased overall team performance by 7.4%* Collaborated with business leaders to enhance employee performance and productivity.* Identified and developed high-potential employees for future promotions.* Promoted 12.7% of employees to next level positions under step up initiatives other than regular IJPs and promotion.

MAR 2017 TO JUL 2018**Senior HR Executive at Xpressbees-Busybees Logistics Solutions Pvt Ltd**

Regional HR Representative for UP, Uttarakhand & Bihar. Manpower supply through vendors, Validation of Pay roll, attendance, fuel payments and employee engagement, grievance handling, attrition analysis, On boarding and orientation, recruitment & Exit process, compliance & month end MIS.

JUL 2016 TO MAR 2017**Business HR Vision India Service Pvt Ltd**

Managing Complete HR Generalist (Compliance, Payroll, Engagement, On Boarding, Exit Interview, etc.)
Implant HR of Vision India at Idea cellular Ltd.

MAY 2015 TO JUL 2016**HR Executive at ADCC Infocad Ltd**

Looking after over all HR Function (Compliance, Attendance, MIS etc.) at Lucknow Branch

JAN 2012 TO MAR 2015**HR Executive at Shine info solutions Pvt Ltd**

Recruitment and on boarding of Employees, Employee Engagement, Grievances, Compliance, Payroll

Skills

Grievances Handling • HR Operations • Team player • Excellent time management skills • Conflict management •
Public speaking • Data analytics

Education

Course: MBA/PGDM (HR/Industrial Relations)

College: UP Technical University

Year of Passing: 2010

Grade: 6.1/10

Course: B. Com (Commerce)

College: University of Lucknow Year of Passing 2008

Year of Passing: 2010

Grade: 49.5%

Hobbies / interest

Poetry • Travelling • Mythology • Geopolitics.

Languages

English: Read Write and Speak

Hindi: Read Writes and Speak

Projects

STATE WATER AND SANITATION MISSION, 397 DAYS

It was a project running across UP. in which all the water sources specially India Mark 2 hand pumps tube well to be identified as contaminated or not, and level of contamination and recommendation about alternatives.

KNOW IT TO EVOLVE (KITE)

It was an initiative to upskill the blue collar workers and make them aware of various policies affecting them how they get planned, health and hygiene related and other calculation and soft skills.

Covered around 800+ blue collar worker of 15+ facilities.

I hereby declare that the above information provided is true in best of my knowledge.

Place

Name

Date

Signature