

Deepa Savant

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Result-driven Human Resource Manager professional with 15+ years of experience seeking the role of Human Resource Business Partner, with expertise in HR Strategy, Talent Acquisition, Employee Performance management, Compensation & Benefit, Compliance, Employee Engagement and HRIS management, and Change Management in the Technology & IT field. Produce consistently high results in meeting 95% of hiring goals, reduced attrition by 10% with high employee engagement & building a positive work environment with high job satisfaction.

SKILLS

Talent Management: Workforce analysis, technical and non-technical hiring strategies, screening, shortlisting, applicant tracking system (ATS) utilization, technical assessments, interviewing, salary negotiation, background checks (BGV) and third-party verification, offer letter generation, and onboarding.

Compensation & Benefits: Compensation philosophy development, compensation reviews, industry and market research, analysis of internal compensation data, creation of salary ranges and grades, compensation budget management, and execution.

Employee Relations– Manage end-to-end HR Operations & Administration, Support ER processes, disciplinary & performance improvement programs. Employee relation policies, procedures, and local legislations. Manage ER cases, Conflict Resolution, Employee grievance, Employee Wellness, Employee Assistant programs

Performance Management – Preparing KRA & KPI for individual Department, Performance appraisal process, performance evaluation, Manage communication and follow-ups, Bell Curve, Merit process.

HRIS - HR Tech - System Configuration & Integration, Data Analysis, Reporting, MIS Software Customization.

Change Management – Strategic thinking, Stakeholder Management, Project Planning, Communication, Adaptive & flexibility, Conflict Resolution, working with Fast-paced work environment

HR Strategy – Resource Management, Business Acumen, Diversity, Equity, and Inclusion, Technology and Innovation, Employee Touchpoint, conducting One-to-one sessions, Best Practices to Business units, Skill Level Meetings.

HR Compliance and Systems- Labour Laws, Labour Regulation & Employment Laws, PF, PT, ESIC.

Organisational Development - Process Improvement, Leadership Development, Succession Planning, Building culture, diplomacy & Team Spirit, Organization Design.

Tools & Technologies – MS Excel, GreytHR, Sparsh, ERP, ValueMove, Cut short(ATS), Click up, Asana, Canva, LinkedIn Recruiter.

Training and Development - Training Need Analysis & Execution, , Induction, Training Calendar, Skill Matrix.

Problem Solving, Critical Thinking, Exit Interview, Independent contributor, Experience in scaling dynamic software & technology business, Coaching & Mentoring.

Professional Experience

HR Manager
Scandid

05/2017 – present
Pune, India

As a HRBP, led a team of 4, successfully executed gamut of HR functions, Hire to Retire, End to End Employee Life cycle management, HR Operations, Compliance, Payroll & Administration, Taxation, Organizational Development.

- Achieved 50% higher hiring goals for niche technical roles. Reduced time-to-hire by 20% through efficient hiring strategies. Enhanced employer brand to attract top talent. Delivered on-time to meet engineering project needs. Employed both technical and non-technical hiring methods to source diverse candidate.

- As a strategic partner, recommended the adoption of new trends and technologies to enhance project success rates by 30% in line with industry best practices.
- Reduced attrition by 10% through initiatives such as setting quarterly goals, resolving conflicts, providing career paths, and implementing rewards and recognition programs.
- Improved hire quality by 20% through a focus on cultural fit, technical skills, unbiased hiring practices, diversity initiatives, and employee referrals.
- Increased revenue through a staff augmentation program, providing niche-technical roles to clients in the US and India. Maintained strong client relationships through regular feedback meetings with technical teams.
- Working as individual contributor Implemented best practices in flexi benefit plans and aligned with industry trends and salary benchmarking. Maximized employee tax savings and attracted top talent.
- Enhanced employee performance by 30% through a robust performance management system. Key initiatives included: monthly performance reviews, clear role and responsibility definition, professional development opportunities, and the implementation of relevant Key Results Areas (KRAs) aligned with company objectives, skill levels, and one-on-one meetings
- Reduced employee resistance by 30% and improved productivity by 10% through strategic partnerships with business leaders. Guided HR policies, procedures, and best practices to foster an excellent work environment and culture. Emphasized the benefits of change and maintained clear communication.
- Implemented advanced HRIS, resulting in an 80% reduction in administrative tasks. Utilized GreytHR systems to streamline payroll, leave and attendance management, flexi benefit plans, income tax declarations, proof of investment, and other employee services.

People Officer

07/2016– 04/ 2017

Future Retail Pvt. Ltd (Team size: 1500)

- Payroll Management, Sparsh ERP HRMS, Employee engagement activities, Contract Labour Management, Statutory & process Audit and Compliance Management, Organizational Development

Sr.HR Officer - Avenue Supermarts Ltd

07 2014 – 07/2016

- Payroll, Value Move HRIS software Management, Training new HR for HRIS software and compliance management

Assistant Manager HR

07/2010 – 07/2014

Voltage Infra Pvt. Ltd(Team Size: 2000)

Pune, India

- Talent acquisition, HR audit, Labor Laws, Employee Engagement, negotiation, problem-solving, Employee Retention Strategy, ISO Certification: Lead member, Succession Planning , Competency Mapping, Strategic hiring head-hunting, Managing HR Operations.

Management Trainee HR Sankalp Forging Pvt. Ltd

01/2010 – 07/2010

HR Internship Tata Motors Ltd

05/2009 – 07/2009

EDUCATION

MBA – HR, RJSPM, Pune University, Maharashtra, Pune India

BSC, Modern College, Pune University, Maharashtra, Pune India.

ADDITIONAL INFORMATION – Certifications & Events

Certified HR Business Partner_ Savant _ July 18, 2023 – Lifetime Validity

HRCI Certification - ChatGPT June 12, 2023, Certified HR Generalist February 14, 2023, Blockchain June 14, 2023 - Lifetime

Technical Recruitment LinkedIn – Jan 2022 – Lifetime Validity

People Matters – HR Conference – Aug 2023 - Asia's largest & leading community platform of 300K talent professionals.

HR Tech Conference - Keka HR Katalyst - Sept 2024