
NANDAN PAWAR

Nashik, India 422003 ♦ 9021116160 ♦ nandanpawar21@gmail.com

PROFESSIONAL SUMMARY

Dynamic HR Supervisor over 8 years with a proven track record at TDK India Private Limited (Yashaswi Group), specializing in elevating workplace morale and reducing turnover through effective conflict resolution and team leadership. Expert in HR policies implementation and talent acquisition strategies, achieving streamlined HR operations and enhanced organizational development.

SKILLS

- HR policies implementation
- Recruitment and selection
- Onboarding and orientation
- Team building and leadership
- Organizational development
- Talent acquisition strategies

WORK HISTORY

Human Resources Supervisor, 01/2018 - Current

TDK India Private Limited (Yashaswi Group) – Nashik, India

- Conducted thorough investigations into employee grievances, ensuring fair resolution of conflicts or concerns.
- Managed complex employee relations issues, resulting in improved workplace morale and minimized turnover rates.
- Collaborated with department managers on workforce planning efforts, identifying staffing needs and ensuring appropriate resource allocation.
- Provided ongoing training opportunities for staff members, fostering professional development and career advancement.
- Oversaw payroll processing tasks while maintaining accuracy and adherence to deadlines.
- Facilitated onboarding sessions and on-the-job training for new hires bolstering position knowledge and skillset.
- Directed and controlled 401K, medical, dental, and vision benefit packages.
- Streamlined HR efficiencies, coordinated new hire orientations and provided onboarding and training for new employees.
- Utilized compliance tools, corrective actions and identification of deficiencies to mitigate audit risks.

EDUCATION

MBA: Human Resources Management, 07/2023
Yashwantrao Chavan Open University - Nashik

Master of Arts: Political Science, 05/2015
HPT Arts Collage (SSPU) - Nashik

Bachelor of Arts: Political Science, 05/2013
LVH Collage (SSPU) - Nashik, India

PERSONAL DETAILS

Date of Birth: 21/09/1990

Nationality: Indian

Marital Status: Married

Gender: Male

Nandan Vijay Pawar