

Balbhadrasingh Gohil

Mobile No: 91 – 9638602274

Email Id: balbhadra87@gmail.com / balbhadra87@live.com**Objective**

Looking for an integral position in industry with major responsibilities that will effectively utilize my communication, leadership, analytical, self - motivated and multi-tasking skills for the benefit of my organization.

Personal Skills

Versatile and self-motivated team player with good analytical and problem-solving skills. Ability to work independently in any service Industry / Customer oriented structure because of my potential to rapidly grasp and assimilate knowledge associated with that business. Excellent interpersonal skills and a natural flair for associating and connecting with people at all levels.

Professional Achievements

- ✦ Received Sprinter, Hero of the moment & Chocolate Hero Awards consecutively for launching almost 50+ branches in 4 regions i.e. Madhya Pradesh, Maharashtra, and Gujarat & Karnataka with 100% people onboarding ratio.
- ✦ Received star performer award consecutively for the month of May, Nov & Dec'13 in telecom practice for achieving on an average of 125% of monthly revenue plan and was also been awarded as Best "Taskite" for the year of 2013-14 in telecom practice for achieving 105% of yearly revenue plan.
- ✦ Got Promoted as "Zonal Manager – HR" for West region in short stint of 2 years with HDB Financial Services Ltd.

Career Highlights**IndusInd Bank Ltd****25th Jul 2022 till Date****Designated as: Regional Manager (Gujarat & MP)**

- ✦ Managing Gujarat and MP as Regional HR Manager for Consumer Banking Assets Vertical based at Ahmedabad.
- ✦ Talent Acquisition – Manage end-to-end Talent Acquisition Process across levels across functions which involves Manpower Planning and Forecasting, Screening, Conducting Interviews, Background Checks, Compensation Negotiation and Timely Closure of Manpower Targets.
- ✦ Planning manpower budget and hiring within timelines.
- ✦ Solving employee grievances within timelines.
- ✦ Issuing non-performance letters to non-productive employees and putting them under PIP
- ✦ Disciplinary issues / Grievances – Redressal of grievances amongst employees, counseling Issuing Caution / Warning letters, and Show cause Notices, Charge sheets regarding Absenteeism and other misconduct.
- ✦ Organizing and Conducting Employee Engagement Activities, Fun at Work during HR visits and organizing festive activities.

HDB Financial Services Ltd**Sep 2016 till May 2022****Designated as: Zonal Manager (West)**

- ✦ Managing Gujarat & MP as Zonal HR Manager for Commercial Lending and Sales Finance based at Ahmedabad.
- ✦ Leading a team of 4 Resource Managers and 2 Executive - Resources.

- ✧ Tracking the performance of employees on a monthly basis.
- ✧ Talent Acquisition – Manage end-to-end Talent Acquisition Process across levels across functions which involves Manpower Planning and Forecasting, Screening, Conducting Interviews, Background Checks, Compensation Negotiation and Timely Closure of Manpower Targets.
- ✧ Planning manpower budget and hiring within timelines.
- ✧ Wages & Salary Administration – Provide regional support to head office team in processing salaries of Employees.
- ✧ Solving employee grievances within timelines.
- ✧ Conducting branch visits to develop employee connect, train employees on HR Processes and Policies.
- ✧ Meeting Sales Team and discussing performance and productivity.
- ✧ Issuing non-performance letters to non-productive employees and putting them under PIP
- ✧ Handling end to end Audit and FCU cases pertaining to employees.
- ✧ Disciplinary issues / Grievances – Redressal of grievances amongst employees, counseling Issuing Caution / Warning letters, and Show cause Notices, Charge sheets regarding Absenteeism and other misconduct.
- ✧ Training & Development – Evaluating competency levels of employees and identifying areas of improvement for facilitating their contribution towards organizational success.
- ✧ Organizing monthly and quarterly refreshers for Credit, Operation, Collections employees.
- ✧ Organizing and Conducting Employee Engagement Activities, Fun at Work during HR visits and organizing festive activities.
- ✧ Processing monthly Sales Promotions, Payroll Inputs, HR audit and Maintaining monthly trackers and MIS data.
- ✧ Performance Management – Implementing end to end Performance Appraisal by ensuring adherence of policy and process within timelines. Guiding employees & reporting officer about proper performance appraisal process. Coordinating with Department heads for effective implementation of Bell Curve
- ✧ Attendance & Leave – Ensure attendance adherence for the entire Gujarat region and updation of leave details for employees as per the prescribed timelines.

S&P GLOBAL MARKET INTELLIGENCE (SNL Financial)
Designated as: Assistant Manager – Talent Acquisition (India)

Sept 2015 - Aug 2016

- ✧ Collaborate with global team leadership to design, implement and monitor multi-year talent acquisition strategies and tactics, incorporating industry best practices in support of SNL's overarching business objectives and employment value proposition.
- ✧ Lead, manage and develop site team members with a span of control of 5 members within function of HR viz. Talent Acquisition.
- ✧ Managing and acquiring talent for a volume of over 300 niche requisitions (profiles) for any particular year.
- ✧ Investing time and resources to acquire knowledge on various relevant topics to remain upbeat with the industry practices.
- ✧ Responsible for designing sourcing strategies that are most effective and efficient in nature.
- ✧ Ensuring the challenges is discussed in a timely fashion with the key stakeholders to ensure we have diverse sourcing techniques in place.

✦ Preparing the monthly and annual metrics that gives analysis to the management on the time to fill, recruiter efficiency, number of requisitions closed on weekly/monthly/annual basis.

Bajaj Finserv Lending

May 2014 – Sept 2015

Designated as: Deputy Manager (HR) – Rural Lending (West Region)

✦ Talent Acquisition – Manage end-to-end Talent Acquisition Process across levels across functions which involves Manpower Planning and Forecasting, Screening, Conducting Interviews, Background Checks, Compensation Negotiation and Timely Closure of Manpower Targets.

✦ Employee Engagement – Organizing various employee welfare initiatives like Birthday Celebrations, Celebration of various festivals etc. Managing Reward and Recognition programs in all the branches of the region

✦ Performance Management – Implementing end to end Performance Appraisal by ensuring adherence of policy and process within timelines. Guiding employees & reporting officer about proper performance appraisal process. Coordinating with Department heads for effective implementation of Bell Curve

✦ Training & Development – Evaluating competency levels of employees and identifying areas of improvement for facilitating their contribution towards organizational success.

✦ Attendance & Leave – Ensure attendance adherence for the entire Gujarat region and updation of leave details for employees as per the prescribed timelines.

✦ Disciplinary issues / Industrial Relations – Redressal of grievances amongst employees, counseling Issuing Caution / Warning letters, and Show cause Notices, Charge sheets regarding Absenteeism and other misconduct.

✦ Wages & Salary Administration – Provide regional support to head office team in processing salaries of employees.

Task Staffing Solutions Pvt Ltd

Dec 2012 – May 2014

Designated as: Account Manager, Delivery Head (Pan India)

✦ Responsible for new Client acquisition as well as retention of existing clients.

✦ Handling big corporate spread across verticals like Telecom, BFSI, and Service Industry Etc.

✦ Handling Recruitment for Middle / Senior Management positions for largest telecom giant's i.e. Sales, Marketing, Support functions, IT & Operations.

✦ Service Co-ordination – Act as an interface between Recruiter, and Client to ensure better service and Client Satisfaction.

✦ Using social media to advertise positions, attract candidates and build relationships with candidates and Employers.

✦ Managing the full life cycle recruitment and deployment cycle.

✦ Requirements and ensure optimum utilization of recruiting resources.

✦ Handling a team of 2 recruiters, coaching & mentoring them & ensuring timely completion of assigned tasks. Guiding them for difficulties if any and solving issues that crop up in overall performance.

✦ Responsible for entire delivery part of Leadership Recruitment.

✦ Using candidate databases to find the right person for the client's requirement

✦ Negotiating pay and salary rates and finalizing arrangements between client and candidates

✦ Taking care of invoicing, collections & commercial related activities.

- ⤴ A highly process oriented and innovative person can design and fine-tune the staffing delivery process time to time to ensure optimum quality delivery.

MAS Financial Services Ltd
Designated as: Sr. HR. Officer (Gujarat Region)

May 2012 – Nov 2012

⤴ Talent Acquisition – Manage end-to-end Talent Acquisition Process across levels across functions which involves Manpower Planning and Forecasting, Screening, Conducting Interviews, Background Checks, Compensation Negotiation and Timely Closure of Manpower Targets.

⤴ Wages & Salary Administration – Provide support to Finance team in processing salaries of employees.

Academics

Course	Awarding Board	Institution	Year of Passing	Percentage
10 th	Matriculation (I.C.S.E.)	Seventh day Adventist higher sec. school Ahmedabad	2002 – 2003	57.33%
10+2	Intermediate (I.S.C.)	Seventh day Adventist higher sec. school Ahmedabad	2004 – 2005	60.33%
BBA (HR & Accounts)	Gujarat University	Navnitlal Ranchodlal Institue of Business Administration, Ahmedabad	2009 – 2012	Second

Computer Skills

Knowledge of MS Word, Excel, Power point & Outlook.

PERSONAL DETAILS

Age/Date of Birth : 15th October 1987
Marital Status : Married
Place of Birth : Gandhidham, Kutch
Whereabouts : A-7, Nilkanth Apartment, Near. Jay Ambe Flats, Opp. Railway Crossing, Gurudwara Road, Maninagar, Ahmedabad – 380008.