



Padmaja Kar

Sr Executive HRBP

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Open to Relocate

Objectives

Goal-oriented Human Resource Specialist with 2.7 years of experience in HRBP, CoE and policy implementation. I bring expertise in strategic HR program implementation, including performance management, employee engagement, organizational growth, employee relations, and talent management. Accomplished in analyzing the organizational needs and developing sustainable people solutions to meet strategic objectives. Ability to handle multiple projects simultaneously with a high degree of accuracy

Birlasoft, Pune

Sr Executive HRBP

January, 2022 – Present

Compliance and Policies: Precise understanding of HR compliance, policies, and processes and implementing the same in the day-to-day conversation with the employees.

Employee Relations: Proficient in handling employee grievances, disciplinary actions, POSH, conflict resolution, and Performance Improvement Plans (PIP) for the employees.

Employee Engagement: Handling 800+ HC, was responsible for proactive employee connect through various touch points like one2one connect, manager connects, skip-level connect and leadership connects, stay interviews, on a regular basis. The concerns are documented, focus areas derived and actions are mapped.

Metrics Ownership: Responsible for managing employee lifecycle across Enabling Function: from on-boarding, induction & orientation, rewards & recognition, fun at work and engagement at process, all hands meet, long service awards, performance management, talent management, attrition management employee retention, providing insights for program creation, employee relations to employee exit and post-exit analysis.

Strategic Enhancements: Creating visibility for Enabling Leaders on important people aspects and trends (learning needs & pulse, manager development programs, attrition analysis & retention mechanisms, pulse survey analysis, etc.) through monthly cadence calls. Working closely with business, focusing on conceptualizing, designing & implementing best possible and sustainable solutions.

Talent Management: Facilitated talent reviews and create Individual Development Plans (IDPs) for high-potential employees in critical roles. Executed succession planning, performance management, auto-promotions, and new joiner inductions as part of talent management programs.

Competency Integration: Contributed to integrating competency models within the performance management system.

Change Management: Collaborate with HR teams across functions and regions to share best practices and ensure alignment. Conduct research and analyze data to provide insights and recommendations to support COE initiatives. Collaborating with Corporate HR & Marketing team to revamp the Recognition framework & process at org-level. Involved in R&R budgeting, organizing recognition campaigns (aimed at culture building), Recognition portal- tech and tool enhancement, followed by change management and organization wide employee communications.

Data-Driven Insights: Have expertise in analyzing data, metrics, and statistics to counsel on multiple initiatives, also contributed to 360-degree feedback processes for leaders.

Employee Participation: Conducted employee participation through forums, feedback systems, and engagement surveys.

Core Competencies

- Strategic HR Planning, Conflict resolution, Career Management
- Employee Relations, HR Compliance and Regulations
- Stakeholder Management
- Performance Management
- Reward and Recognition
- HRIS, Organizational Development, Change Management, Data Analysis and Reporting

Technical Skills

- Microsoft Office Suite
- Power BI
- SAP

Educational Qualification

Qualification	Institute	Specialization	Board/University	Marks	Year
M.B.A	IBS Hyderabad	Human Resources	ICFAI	9.16 CGPA	2020-2022
B.B.A	DAV School of Business Management	Business Administration	Utkal University	85.13%	2017-2020
Intermediate	DAV Public School, Chandrasekhar	Commerce	CBSE	89.8%	2016-2017
High School	DAV Public School, Chandrasekhar	General	CBSE	7.12 CGPA	2015-2016

Achievements

- Received consecutive Awards from Sr AVPs Leaders from CPO & CEO Team.
- Received multiple recognitions under “Leader, Manager and STAR Award category” from Business Stakeholders.
- Received appreciation from Finance Team in CFO AHM.
- Received recognition from HR COE-AVP in Global HR AHM.