



SUBHASH KRAUNCH (HRBP),

An Alumni of XLRI – MDP (Talent management)

Pursuing EDP in CHRO from IIM Ranchi

Leverage a decade of expertise in human resources, focusing on strategic policy development, effective talent acquisition, and fostering employee engagement to enhance organizational performance.

CONTACT ME AT

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- 📍 Hadapsar, Pune

CORE COMPETENCIES

- HR Business Partnering
- Talent Acquisition/ Workforce Planning
- Employee Onboarding & Exit Management
- HR Policy Formulation & Execution
- Compensation & Benefits Management
- Performance Management System
- Employee Engagement & Retention\
- HR Compliances
- Training & Development Strategy
- Organizational Development (OD)
- Succession Planning & Leadership Development
- HR Information Systems (HRIS)
- Change Management & Organizational Transformation
- Stakeholder Management & Strategic HR Partnership

SOFT SKILLS

High Business
Ethics & Integrity

Analytical &
Problem Solving

Effective
Management
Skills

Negotiation &
Conflict
Management

PROFILE SUMMARY

- Possess 10+ years of experience in HR domain, specializing in HR Business Partnering within the Engineering, Logistics, Pharma, Automobile and IT industries with a strong commitment to enhance organizational performance through effective HR strategies.
- Currently overseeing HR Business Partnering as an Assistant Manager at Duncan Engineering Ltd, ensuring that HR initiatives are closely aligned with business objectives while cultivating a high-performance culture.
- Developed understanding of various HR functions, including talent acquisition, employee engagement, performance management, and policy development, while successfully navigating complex organizational dynamics and stakeholder relationships.
- Demonstrated effective leadership skills by managing cross-functional teams and spearheading initiatives that foster diversity, equity, and inclusion, ultimately enhancing workplace culture and employee satisfaction.
- Employed HR analytics and data-driven decision-making to shape talent management strategies, aligning with organizational goals and improve workforce planning efforts.
- In-depth knowledge of compliance regulations and best practices in HR management, ensuring that all HR policies & procedures adhere to legal requirements & standards.
- Possesses skills in strategic workforce planning, employee relations management, and performance improvement strategies, enabling the design and execution of HR initiatives that align with business objectives and foster a high-performance culture.
- Demonstrated exceptional stakeholder engagement skills by collaborating with senior leadership to align HR strategies with business goals, resulting in improved organizational performance and employee satisfaction.

WORK EXPERIENCE

Jan'24 – Till Date: Duncan Engineering Ltd., Pune | Assistant Manager - HRBP

Talent Acquisition & Workforce Planning

- Partnering with hiring managers to create and execute targeted recruitment strategies that align with business goals.
- Managing the full recruitment lifecycle, ensuring a seamless and positive candidate experience from sourcing to onboarding.
- Collaborating with leadership to drive workforce planning initiatives, ensuring the organization is staffed with the right talent to meet operational needs.

HR Projects & Policy Development

- Spearheading and overseeing strategic HR projects, ensuring they align with organizational goals and objectives.
- Designing, implementing, and updating HR policies in accordance with legal requirements and industry best practices.
- Leading change management initiatives to effectively support business transformations and enhance organizational performance.

HRIS & Data-Driven Decision Making

- Administering and optimizing the HR Information System (HRIS) to enhance system efficiency and promote automation.
- Leveraging HR analytics to drive data-based decisions in areas such as recruitment, retention, and performance management.
- Ensuring compliance with data protection regulations, maintaining the integrity of HR data across systems.

Stakeholder Collaboration & Business Partnership

- Acting as a trusted HR advisor to key executives, including the CFO, COO, and departmental leaders, providing strategic insights and guidance.
- Fostering strong relationships with internal stakeholders to influence HR strategies and decision-making processes that support business objectives.

Employee Engagement & Organizational Culture

- Designing and executing employee engagement programs that nurture a high-performance and inclusive work culture.
- Conducting employee surveys, analyzing feedback, and implementing action plans to drive improvements in employee engagement.
- Collaborating with leadership to promote Diversity, Equity, and Inclusion (DEI) initiatives.
- Organizing employee recognition, wellness programs & team-building events to enhance job satisfaction.

Apr'21 – Jan'24: ATA Freight, Pune | Human Resource Business Partner

Talent Acquisition & Recruitment

- Conducted competitor benchmarking and niche talent analysis to identify leadership talent for strategic hiring.
- Managed the complete talent acquisition lifecycle for ATA Freight and ATA Impex across PAN India, ensuring alignment with business needs.
- Developed & executed talent acquisition strategies, following a structured recruitment matrix, screening interviews & salary negotiations.
- Oversaw document collection from shortlisted candidates for CTC preparation and coordinated offer letters in line with CTC approvals.
- Negotiated salary packages, ensuring effective alignment with budget constraints while optimizing recruitment costs.
- Tracked recruitment progress and generated comprehensive MIS reports to monitor key recruitment metrics and provide insights.

Training & Development

- Conducted training needs analysis (TNI) through performance appraisals and feedback to align with business goals.
- Developed and managed an annual training calendar, ensuring cost-effective budgeting and resource allocation.
- Facilitated training sessions, tracking feedback to assess effectiveness and promote continuous employee development.

Employee Engagement & Performance Management

- Supported planning & execution of employee engagement initiatives across PAN India, contributing to a cohesive and motivated workforce.
- Coordinated performance appraisal cycles by liaising with managers to collect relevant data, preparing performance reviews, and presenting findings to senior leadership.
- Assisted in managing employee recognition and rewards programs to drive engagement and job satisfaction.

Additional HR Activities

- Contributed to employer branding efforts, enhancing the company's image and attracting top talent via LinkedIn and other platforms.
- Managed vendor relationships, ensuring delivery of services & timely payments.
- Implemented HR automation tools to streamline HR processes and improve efficiency.

Key Achievements

- Successfully implemented the JD and KPI project for ATA Freight and ATA Impex, aligning job roles with organizational goals.
- Led the successful rollout of a new HRMS software, improving HR operations and employee data management.
- Enhanced employer branding strategies, significantly improving the attraction of high-quality candidates through LinkedIn campaigns.

Dec'18 – Apr'21: Lupin | Sr. Officer HRBP

- **Recruitment Management:** Led end-to-end recruitment for roles ranging from Associate to Senior Manager at Lupin Tarapur, utilizing platforms like Naukri, LinkedIn, and social networks.
- **Selection Process:** Coordinated candidate selection, including document collection, salary negotiations, and offer letter release, adhering to recruitment timelines (30 days for junior roles, 45 days for managerial positions).
- **Onboarding & Compliance:** Managed onboarding via SAP SuccessFactors, ensuring smooth transitions for new hires; handled PF/ESIC registrations and Medclaim data updates.
- **Employee Engagement:** Supported and organized employee engagement activities, such as monthly birthday celebrations, fostering a positive work environment.
- **Employer Branding:** Contributed to employer branding initiatives to attract high-quality talent through strategic campaigns.
- **Reporting & Cost Efficiency:** Prepared recruitment MIS & cost-saving reports, aligning with budget and improving process efficiency.

Sep'16 – Dec'18: Minda Stoneridge Instruments as Executive Corporate HR

- **Talent Acquisition & Onboarding:** Managed end-to-end recruitment processes for various levels, ensuring a seamless onboarding experience using HRIS systems, such as SAP SuccessFactors, while aligning with organizational goals and workforce requirements.
- **Employee Engagement & Development:** Designed and implemented engagement programs to enhance job satisfaction and foster a positive workplace culture, including training initiatives aligned with business needs and career growth objectives.
- **Compensation & Benefits:** Administered compensation structures and benefits programs, ensuring alignment with market standards and organizational budgets, while also overseeing performance management systems (PMS) to drive employee growth and performance.

EDUCATION

- **2015:** MBA/PGDM - HR/Industrial Relations, Pune University
- **2011:** B.B.A/ B.M.S – Management, Jiwaji University
- Diploma in Labor Law from Pune University

TECHNICAL SKILLS

- Harrison Assessment, Success factor, Powerbi and Advance Excel.