

Anil Kale

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Aurangabad

Summary Profile

Bringing in 28 plus years of experience in Human Resources specialized into SAP HR- HCM consultant at Corporate HR. With 19 years in [Videocon Group](#) Aurangabad & 9 plus years with [Endurance Group](#) Aurangabad as Deputy Manager. Data & business driven HR professional, aspiring challenging roles into SAP-HR HCM- Organization Management Payroll, Time Management & Travel Management and HR Business Partnering through strategic planning and initiatives in playing a most important role to run the C & B Department at Corporate Level on both the esteemed Organization. Worked with Accounts Department by using ERP & Oracle deal their day to day task is an additional advantage while working with Videocon Group.

Can undertake the following responsibility

1. Successfully few modules of SAP- HR in 2004 and played an important role as a Team Member of Implementation Team Member of certain modules of SAP-HR HCM while working with Videocon Group.
2. Since working 2004 in SAP- HR HCM Modules of Payroll, Organization Management, Time Keeping & Travel Management as a Team Member for configuration and design.
3. Successfully Headed Head SAP- Organization Management & Payroll section of C & B department at Corporate HR from beginning of SAP HR implemented by Videocon Group in 2004.
4. Handling internal & external Customers, including all level of Workers, Employees, Sr. Management Employees, EC Members Salary, Salary of Managing Director, Statutory, External & internal Auditors on very regular basis successfully through of my Professional span of period being worked in Listed Company from the beginning of the Professional Carrier in the total span of period.
5. Worked in a Professional manner and having skills of presentation and ability to professionally set, manage and satisfy customer expectations through personal involvement or delegation like successfully satisfied every month to from Workers to Sr. Management for different queries & doubts in their Pay Slips issued after pay out of Salary every month.
6. Expertise in configure with the help of ABPA team members in the changes policies regarding Salary & Perks their testing & running live & ensuring no impact of pay out date as per guidelines from Head HR & Sr. Management.
7. Successfully upgrading systems with the help ABAP Team for the changes in Taxes as per different acts applicable to Employees affecting their salary as & when changes occurred including Income Tax Act affecting every year on Salary.
8. Upgradations of Salary structures after changes in Structure of the Employees after declaration of annual increments along with arrears & ensuring correct statutory payments due to impact of arrears every year & payment of KRA, Bonus, LTA, Sodexopayments and getting Audited from Internal Auditors. Ensuring Superannuation, Gratuity, NPS, Notice Pay, Fuel Allowance,

Mobile Arrears, Annual Retention Bonus, Adjustment of Payments or recovery as per Company Car Policy.

9. Ensuring Timely calculations of Full & Final Settlement of the left employees & keep the track on payment has been credited to the Employee strictly as per Company Policy without any deviation. Also Keeping track on Form No 16 has been reached to left employees before the due date Income Tax Return.
10. Responsible for correct impact to be given to salary structure & corrections or changes as per agreements with Unions for each Plants & this was done for 18 Plants of Endurance Group, as each Plant Union agreement were done separately & each agreement has different terms & conditions affecting on Salary structure & the same was done as per agreement cycles as & when it has done ensuring the correctness & getting certified from internal Auditors.
11. Handling Management of process operations and assist in critical decision-making process by providing real time data from SAP -R3.
12. Expertise in Preparation, implementation & monitoring the Policies & procedures for smooth HR Policies pertain to Salary processing & Organization Module in the Organization.
13. Always shown ability to prioritise tasks and time management skills, ability to work across various projects, ability to lead a team of consultants to effectively implement a solution.
14. Always take ownership of issue investigation & resolution, coordinate issues and monitor issue resolution & provide unit acceptance testing of configuration undertaken by ABAP Team. Involved to resolving complex problems aggressively.
15. Always demonstrates thorough understanding of importance of Data Privacy and its associated concerns when working with global data.
16. I have an ability to engage and lead internal & external customers through relevant conversations to explore current challenges, issues, current/future needs, solution exploration, pros/cons assessments, and true business requirements.
17. Successful to demonstrates a strong drive to achieve "Right the First Time," seeks opportunities for continuous improvement and initiates action to achieve results
18. I always demonstrate a high level of experience and proficiency in understanding, interpreting and documenting business requirements, project management methodologies, robust testing methods, customer support and problem solving on priority.
19. Development T Code Z Report as per Organization requirements which includes CTC Register, Salary Register, Third Party (Vendor LIC, Society, Bank Loans, Customised Bank List, reports required by Management).
20. MIS is a very important task in a total tenure of Professional carrier being worked with limited Company as per requirement of Top Management & Head HR of Real Time Data from SAP R3 using different tools. The MIS report includes Budgeted CTC Vs Actual CTC & variance & impacts of the same on finance which helps management for strategic decisions & implementation of the same.
21. Required to provide data to Finance for quarterly for Balance Sheet preparation & notes to be incorporated with Balance Sheet to be submitted to different Government Authorities after completing of every quarter.
22. Always able to work in a team environment & also demonstrate leadership skills as more than 5 people were reporting while Endurance & reporting directly Head HR of Endurance Group.
23. Execute Talent & leadership development initiatives that support business Objectives, by managing processes like Annual Talent review, Succession

Planning, Executing Management actions for Talent development, capability building with an aim of building a stronger Talent pipeline.

24. Responsible for the Team Member who newly joined in C & B Team for doing Induction which includes complete information of Organization Structure, Vision & Mission & EHS Policy of the Organization, General Safety guidelines, Time Office Rules & Regulations, Discipline & Welfare activities.
25. Continuously involved & also ensure all Team Members are involved in different Trainings In House as well as External Trainings arranged by Organization related to SAP- HR for new developments done by ABAP Team as well as Management soft skill, behavioural trainings etc as well as Safety related Trainings.
26. Working on attrition analysis, skill development, C&B and HR metrics to be presented to the top management.
27. Manage the budgetary allocation and deviation.
28. Taking care of Time Attendance, Overtime, Payroll, Salary Slips & ensure time Salary & Wages on monthly basis.
29. Completed all Statutory Compliances while establishing New Plant under different Acts.

Experience Total 28 plus years in Manufacturing sector.

1. [Videocon Group Aurangabad](#) from **January. 1991 – February. 2010.**
2. [Endurance Technologies Ltd Aurangabad](#) from **February. 2010–Till Date**

Education : Post Graduation in Computer Application from. [Dr. B.A. Marathwada University, Aurangabad.](#)

Graduation in Commerce from. [Marathwada University, Aurangabad.](#)

Technical Skills

- My SAP & SAP R/3
- Hands on Experience in ERP/Oracle/Novel/NT/FoxPro
- Acquainted with MS Office.

Career Growth Path

- April'2012- Till Date- Deputy Manager
- Feb'2010-March'2012- Assistant Manager
- April-2007-Feb'2010- Senior Executive
- April-2006-March'2007- Executive
- April'2005-March'2006- Senior Officer
- April'1996-March'2005- Officer
- Apr'1993-March'1996- Senior Assistant
- Jan'1991- March'1993- Assistant

Achievement

1. Core Team Member of SAP-HR Team implementation and successfully implemented in the year 2004 End to End that is from Preparation of As Is to GO LIVE.
2. Successful in thru out Professional carrier for error free & on time payment pertaining to Salary/Wages/Bonus/LTA & all perks paid monthly or annually from SAP R/3.

Rewards & Recognition

Videocon awarded Rs. 3 Lacs cash awards being a successfully implemented MY SAP in 2004. And Videocon group provided Gift hampers of Rs,50 thousand per year up to 3 years.

Learning Source

<http://www.hrvillage.com>

<http://www.hr.com>

<https://www.citehr.com/>

<https://www.sap.com › india › community>

Referral on Request