

sushantshinge0@gmail.com

9821174896

Mumbai

Skills

- Agile
- Employee Relations
- Conflict Management
- Coaching & Feedback
- Problem-Solving
- Team Management

Education

04/2010

**Bachelor of Management Studies -
Alkesh Dinesh Mody Management**

Institute

Mumbai, MH

SUSHANT SHINGE

With 15 years of proven expertise in various dimensions of Human Resource Management, I am a seasoned management professional poised to take on new challenges. My track record speaks volumes about my proficiency in key HR areas. I aspire to harness my accumulated strategic HR knowledge and skills to drive the attainment of organizational goals.

Expertise

Talent Acquisition and Recruitment:

- Strategic Planning: Develop and implement effective recruitment strategies to attract top talent.
- Screening and Interviewing: Conduct thorough interviews and assessments to identify the best candidates.
- Onboarding: Create comprehensive onboarding programs to ensure new hires integrate smoothly into the company.

Employee Relations:

- Engagement: Foster a positive work environment that promotes employee engagement and satisfaction.
- Retention: Implement strategies to retain top talent and reduce turnover.
- Conflict Resolution: Address and resolve employee issues and grievances promptly.

HR Compliance:

- Legal Knowledge: Stay informed about labor laws and regulations to ensure compliance.
- Policy Development: Develop and enforce HR policies that comply with legal requirements and support organizational goals.
- Ethical Standards: Uphold high ethical standards in all HR practices and decisions.

HR Technology:

- HRIS Proficiency: Utilize Human Resource Information Systems (HRIS) to manage employee data and streamline HR processes.
- Data Analysis: Analyze HR data to make informed decisions and track key metrics.
- Tech Savvy: Stay updated on the latest HR technologies and tools to improve efficiency and effectiveness.

Organizational Development:

- Change Management: Support and manage organizational changes to ensure a smooth transition.
- Training Programs: Develop and implement training programs to enhance employee skills and knowledge.
- Culture Building: Promote and maintain a positive organizational culture aligned with company values.

Performance Management:

- Goal Setting: Facilitate setting clear, achievable goals for employees.
- Appraisals: Conduct regular performance evaluations and provide constructive feedback.
- Development Plans: Create individualized development plans to support career growth.

Compensation and Benefits:

- Salary Benchmarking: Conduct market research to ensure competitive compensation packages.
- Benefits Administration: Manage employee benefits programs, including health insurance, and other perks.
- Incentive Programs: Design and implement incentive programs to motivate and reward employees.

Professional Experience

Good Flippin Foods Pvt Ltd - Manager - Human Resources

Mumbai

07/2022 – 09/2024

Impresario Entertainment & Hospitality Pvt Ltd - Manager - Human Resources

Mumbai

01/2021 - 06/2022

WNS Global Services Pvt. Ltd - Assistant Manager - Human Resources

Mumbai

07/2017 - 04/2020

Mountain Trail Foods Pvt. Ltd - Manager - Human Resources

Mumbai

12/2016 - 07/2017

WNS Global Services Pvt. Ltd - Assistant Manager - Human Resources

Mumbai

12/2015 - 12/2016

Jubilant Food Works Ltd - Executive - HR Business Partner

Pune

10/2013 - 11/2015

Cafe Coffee Day - Executive - Human Resources

Mumbai

08/2011 - 09/2013

Serco BPO - Executive - Human Resources

Mumbai

06/2010 - 06/2011

V Global Consultancy - Recruitment Assistant

Mumbai

12/2009 - 06/2010