E-mail ID: devesh gavand@yahoo.com Contact Number: 8652229119 Residential Address: Mumbai

Driving strategic HR initiatives to enhance employees value in the pursuit of Organizational objectives & delivering sustained Organizational growth in dynamic environments. Proficient in building strong relationships, resolving queries & complaints, targeting employees, customer care satisfaction.



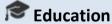
Key Impact Areas

Strategic HR Planning & Management **HR Business Partnering** Statutory Compliance, Labour Laws **Employee Engagement & Retention Employee Relations Talent Acquisition & Management Diversity & Culture Building** Payroll Management, Audits Project, Program Management **Organizational Development HR Operations, Shared Services HR Policy & Procedure Implementation Risk & Regulations Compensation & Benefits Stakeholder Engagement Manpower & Budget Planning**



Soft Skills





2021

Diploma in Labour Laws & Labour Welfare, Bharati Vidyapeeth, Pune

2018

Executive Development Program in Strategic Performance Management, XLRI Jamshedpur Project - Real Life Performance Management Problem

2008

PGDBA - Human Resources, Welingkar Institute, Mumbai Project - Functions of HR Manager

2006

Diploma in Human Resource Management, Welingkar Institute, Mumbai

2004

B. Com., Mumbai University, Mumbai

Personal Details

Languages Known: English, Marathi & Hindi

Marital Status: Married



Profile Summary

- Currently associated with 4D Global; offering more than 19 years of multifaceted & diversified experience in entire gamut of HR; with implementation of innovative HR initiatives to streamline processes & capitalize Organizational growth opportunities
- Executed the Recruitment strategy, in order to build a future-oriented, highperforming business division, aligned with the business goals; front-led the entire Recruitment life cycle for leadership & mid-level roles across various domains
- Managed Employee Life Cycle, Grievances, PoSH & MIS; operated Payroll processes backed by knowledge on standard terms & conditions of employment
- Managed the HRIS to deliver Compensation programs for 12,000+ employees, including end-to-end management of Appraisal, Increment, Annual bonus cycles & Project incentive plans
- Spearheaded operations with rich expertise in various facets of HR; reviewed Compensations & benefit plans, Reward & recognition schemes, HR policies
- Bridged the gap between Management & Employees by resolving matters pertaining to performance & development plans, employee issues, benefits & policies
- Leveraged the extensive knowledge of Labour Laws in leading various employeerelated litigations & represented the Organization, while focusing on the favorable outcome
- Leveraged analytical skills across Attrition management, Workforce planning, Performance reviews & Benefits analysis
- Built strong working relationships with stakeholders across functions & levels for ascertaining staffing needs, business strategy, staffing projections & hiring candidates using cost-effective techniques
- Managed Mergers & Acquisitions & created an integrated organization with common cultures, HR practices & process, optimized organizational structure & resources. This also brought in cost efficiencies to cater to business needs



Career Timeline



Sep'22 - Present 4D Global Head - People & Culture (HR)

Nov'12 - Sep'22

GeBBS Healthcare Solution Pvt. Ltd.

Sr. Manager - HR

Aug'07 - Oct'12

WNS Global Services Pvt. Ltd.

Deputy Manager - HR

Apr'05 - Aug'07

Underwater Services Company

Executive - HR & Admin



Certifications

- 2013: Global Certification of Certified Compensation & Benefits Manager, Carlton Advanced Management Institute, Mumbai Project - Designing & Developing Salary Structure
- 2012: Certificate Course in Labour Laws, MIT, Pune



Technical Skills

HRMS/ERP, PeopleSoft & MS Office



Sep'22 - Present

4D Global, Chennai as Head - People & Culture (HR)

Location: India (Mumbai & Chennai) & Overseas (US)

Key Deliverables:

- Spearheading operations as Director with expertise in various facets of HR, viz Talent Acquisition, Business Partnering, HR Operations, HR Shared Services, Total Rewards, Payroll Inputs & Processing, Internal Communication, People Policies, Talent & Performance Management, Audits, HR Technology, Culture Building & Statutory Compliance
- Providing HR leadership to the business for implementation of HR strategies in-line with business requirements, managing HR services to support the overall business strategy of the company
- Directing end-to-end recruitment life cycle & ensuring adherence to the process; identifying manpower requirements, sourcing candidates that match the desired skills & screening them
- Developing & executing a comprehensive onboarding program for the newly recruited candidates for making them familiar with company culture & activities
- Driving employee engagement initiatives to promote a high-performing culture & leading the implementation of a new HR system, increasing in data accuracy & accessibility, & a significant reduction in HR processing time
- Responsible for maintaining the employee database, attendance, payroll & provisioning; handling admin activities & operations of the department
- Implementing effective retention policies to reduce attrition & improving employee performance levels through teamwork, suggestion box, counseling, rewards & recognition, appreciation letters, incentive schemes, professional work environment & respecting employee values
- Developed Job architecture to construct a comprehensive HR framework, by defining job families, levels, spans, titles, career path & salary band mapping
- Interfacing on policy implementation including creating, implementing & following up on new initiatives to ensure smooth roll-out, change management & adherence to new guidelines
- Facilitating & enabling the performance management planning for the business vertical; performing an in-depth talent review for compensation, potential assessments for promotions & succession planning
- Liaising with the department head to identify the training needs; source outside resources for specialized training programs; assessing training needs & developing recommendations for new programs
- Delivering on-joining services, issuing appointment letters with brief working agreements & policies, & giving descriptions of policies, procedures & culture followed by the Organization. Designing, implementing & leading Employee satisfaction survey
- Devising & implementing comprehensive compensation & benefits strategies that are cost-effective for the business
- Engaging with management & employees to improve work relationships, build morale & increase productivity
- Ensuring prompt resolution of employee grievances & maintaining cordial employee relations

Highlights:

- Established the complete HR functions (devised the Policies, streamlined the Appraisal Process, Increments & Compliance)
- Introduced Digital Footprint / Automation in HR
- Directed efforts toward developing a Growth & Career Path
- Incorporated Diversity & Inclusion initiatives to foster an inclusive workplace
- Conferred with an award for demonstrating exemplary Leadership & Competence
- Appointed as interim Software team head
- Streamlined Statutory Compliance

Nov'12 - Sep'22

GeBBS Healthcare Solution Pvt. Ltd., Mumbai as Sr. Manager - HR

Locations: Across India (Mumbai, Aurangabad, Hyderabad & Chennai) & Overseas (Philippines & US)

Key Deliverables:

- Headed end-to-end HR Operations, Business Partnering; demonstrated excellence in Payroll Inputs & Provisioning, Salary Fitments, HR Policies, PMS & Compliance
- Formulated Compensation & Benefits Strategy, designed & deployed of Compensation Programs (Annual Increment & Bonus / Incentive Payouts)
- Established HR presence through Annual Appraisals, Benchmarking, HR Analytics & MIS Reporting, HR Automation, HR Shared Services, HR Due Diligence, HR Budgeting, Insurance & Mediclaim, Internal & External Audits, Execution of Employee Transfer formalities, Centrally managed HR service desk, Liaise with Consultants & Government Officials

Highlights:

- Aligned Global HR Operations, systems, framework, job architecture to the growth phase of the organization from 1,600 to 12,000+ human capital strength
- Successfully designed, developed & implemented home grown HRIS system & automated numerous internal processes, to increase speed & efficiency along with automation of payroll, recruitment system & related modules
- Rolled out Apprentice Program in collaboration with TPA & deployed 1,000+ apprentice
- Played a vital role in leading Compliance Management for hire to retire cycle
- Recognized for Best Performance & Commitment to the Healthcare Unit
- Received consistent 'Client Appreciation' for prompt response & quick TAT with accuracy

Aug'07 - Oct'12

WNS Global Services Pvt. Ltd., Mumbai as Deputy Manager - HR

Locations: Across India (Mumbai, Pune, Nashik, Gurugram, Bangalore, Chennai & Vizag) & Overseas (Australia, Costa Rica, Philippines, US, UK, Sri Lanka, Romania, UAE & Poland)

Key Deliverables:

- Functioned as single point of contact for payout of the leadership team and looking after Compensation & Benefits, Payroll Inputs, Processing, Benchmarking, HR Analytics, Compliance as well as Reporting & Audits
- · Handled Increments, Bonus Payouts, Provisions, Budgeting, Policies, Merger & Acquisition
- Preparation of Global dashboard on a monthly basis & shared with the management

Highlights:

- Recognized for Best Performance & Commitment to the Travel Business Unit
- Recognized for Best Performance in the Compensation & Benefits Team
- Received regular 'Client appreciation' for prompt response & quick TAT with accuracy
- Awarded as "Mr. Quick Fix" in recognition of outstanding Performance & Commitment in achieving professional excellence

Apr'05 - Aug'07

Underwater Services Company, Mumbai as Executive - HR & Admin

Locations: Across India (Mumbai, Dabhol, Hazira, Vadinar & Sikka)

Key Deliverables:

- Managed Recruitment & Selection function of the company from job portals, coordination with outside agencies/consultants & employee referral
- Assisted in collective bargaining agreements with union
- Assisted in Performance Appraisal process, Manpower & Administrative Budgeting process
- Managed entire Payroll for all group Companies
- Managed complete Administration functions of the Company
- Liaised with Consultants & Government Officials
- Conducted exit interview & updated management resources about it

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Trainings

- PeopleSoft
- Advance Excel
- Making the Impossible Possible
- Assessors Training Program
- Performance Appraisal Workshop
- Root Cause Analysis
- Great Managers
- Yellow Belt

- Listening Skills
- Basic ISO Awareness
- Presentation Skills
- PoSH Act