



	<b>Suhas Chandrakant Shisode</b>		
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**Senior Strategic Human Resources Professional with over 3 decades of hands-on enriching expertise in understanding and managing various roles in Strategic Human Resources across Corporate Offices, Manufacturing Plants, Sales & Marketing Offices in Warehousing, Consumer Care & Lighting, Pharmaceutical, Automobile, ITES and Oil & Gas Industries.**

Competencies	Key Skills
Agile, Approachable, Assertive, Strategic Thinker, Confidant, Leadership, People's Person, Empathetic, Active Listener, Corporate Trainer, Quick Decision Making, High on Ethics & Integrity, Innovation & Creative Thinking, Composed, Mature, Common Sense & Intellect, Perseverance, Problem Solver, Collaborative,	HR Analytics, Talent Management, Stakeholder Management, Onboarding & Induction, Detail Oriented, Employee Life Cycle Management, Confidentiality, Corporate Communication, Critical Thinking, HR Automation, MIS, Budgeting, L&D, Drive Employee Master Data Management, Employee Engagement, Employee Relations, HR Audits, PMS, Policy Formation, Training & Implementation, Exit Management & Exit Interviews, Ownership & Responsibility, Grievance Handling & Conflict Resolution, CSR Activities, Statutory Compliances, Employee Satisfaction Survey,

Accolades and Awards
<ul style="list-style-type: none"> <li>• <b>Currently pursuing EDPHRM from XLRI School of Management, Jamshedpur after 16 years academic gap</b></li> <li>• <b>Felicitated with the 'Make a Difference' Award @ Orchid-Hospira-Pfizer</b></li> <li>• <b>Awarded the 'Long Service Award' for completing 5 years @ Orchid-Hospira-Pfizer</b></li> <li>• <b>Accomplished MPM from University of Pune during 2006-2008, after an academic gap of 14 years</b></li> <li>• <b>Conferred the 'Long Service Award' for completing 10 years @ Wipro Consumer Care and Lighting, Pune</b></li> <li>• <b>Winner of the 'BEST SUPPORT PERSON for the Year 1995-96 @ Wipro</b></li> </ul>

Profile Summary – Consolidated Professional Experiences
<ul style="list-style-type: none"> <li>• <b>Forward Looking HR professional with expertise in setting up end to end Human Resources Function.</b></li> <li>• <b>Spearheaded various HR initiatives in Strategic Consultations with Leadership Teams, Senior Stakeholders and Cross Functional Teams</b></li> <li>• <b>Hands-on expertise in developing long term plans and strategies; effective execution and implementation as per planned strategies.</b></li> <li>• <b>Lead role in various HR Automation Implementations (In-house, SAP, HONO and Darwin Box)</b></li> <li>• <b>Proficient in Corporate Communications i.e. organizational announcements, circulars, notices, invitations</b></li> <li>• <b>Developing and implementing Strategies for recruitment &amp; onboarding candidates</b></li> <li>• <b>Pioneered in drafting HR policies, SOPs and its training and implementation</b></li> <li>• <b>Deft in Compensation &amp; Benefits and Payroll &amp; reimbursements for error-free disbursement for PAN India</b></li> <li>• <b>Result oriented professional with excellent people management skills for effective grievance resolutions</b></li> </ul>

- **Accomplished with hands-on monitoring** of various **HR, Employee Relations** and **Employee Engagement Activities** listed, **but not limited to** – Recruitment (Lateral & Campus), Onboarding & Induction, HR dashboards, HR Manual, HR Analytics, Learning & Development, Performance Management, Satisfaction Survey, HR Letters, Exit Interviews, Annual Sports Events, Women's Day, Children's Day, Blood Donation Camp's, Vendors Negotiations etc.
- Streamlined the presentation of **CAPEX and OPEX budgeting** for HR for approx.1200 employees
- **Counseling & Mentoring** employees on issues like absenteeism, misconduct, integrity & other behavior issues
- Accomplished various **Organizational Development** initiatives i.e. Town Hall and Standing meetings etc.
- **Spearheaded** the end to end setup of HR Function – **HR Operations, HR Policies, HRMS, C&B & Wellness**
- **Proficient** in setting up Employee **Master Data Management Systems** – Data retrieval within 1 minute
- **Formulated** disciplinary actions i.e. issuing warning notices / show cause notices / Termination notices
- **Strategic Planning** with COO/CEO; Instrumental in arranging **Charter flights** through Nigeria during COVID
- **Effective management** of the VISA, RT-PCR and various other **COVID protocols** for Charter Flights
- **Instrumental in streamlining** the QUOTA and CERPAC for **approx.800 expatriates** for effective tracking
- **Change Management** of 2 transitions from Orchid to Hospira and from Hospira to Pfizer.
- **Illustrated great understanding** and Implementation of **Employer Branding** as a part of Change Management
- **Initiated the HR-MIS presentation** to the Senior Management at frequent intervals
- Effectively Managed HR related **Statutory Compliances**
- **Demonstrated initiative** in the **Gap Analysis** and areas of improvement for **high profile project** tracking
- **Facilitated & Monitored 10-day orientation & induction** program to propagate Pfizer's philosophy and 'Own-It' Values, as also Office Ethics & Compliance (OEC) & My Anti-corruption Policies & Procedures (MAPP)
- **Conceptualization and Flawless implementation** of high voltage events like Annual Day and Padma Shree celebrations, by aligning various vendors / agencies together and monitoring
- Championed in clearing **4 USFDA, 2 MHRA, KFDA & WHO Audits** as **SME** for **Pest Control Program**
- **Lead and Anchored** in various internal and external events, award functions etc.
- **Mitigated increasing costs** by renegotiating rates and delivery terms with existing vendors at competitive rates with revised **Service Level Agreements** and developed new alternate vendors
- **Effectively Administered** the multi-locational canteen, transportation, guesthouse, travel-desk, horticulture, uniform / gowning, housekeeping, including Housekeeping for Sterile Production Plant (Cleanroom) for **API Manufacturing Plant**
- **Working Knowledge of Product Management:** Proof Reading of all product Catalogues, Tracking Stockists Billing, preparing Monthly, Quarterly & Annual Analysis & Reporting
- **Working Knowledge of Accounts:** Cash & Bank Transactions, Petty Cash Handling, Bank Reconciliation Statement, Employee Reimbursement Management, Employee Travel Account Reconciliation

<b>Organisational Experiences (Starting from the latest First)</b>	
<b>Petroexcel Technology Services Private Limited, Vadodara (SEEPCO Group)</b>	
<ul style="list-style-type: none"> <li>Senior Manager – Human Resources; December 2020 to November 2024</li> </ul>	
<b>Horizon Corporate Base Consultancy Limited, Lagos, Nigeria (SEEPCO Group)</b>	
<ul style="list-style-type: none"> <li>Senior Manager (Lead) – Human Resources Operations; December 2019 to November 2020</li> </ul>	
<b>FIGmd India Private Limited, Pune.</b>	
<ul style="list-style-type: none"> <li>Senior Manager; November 2017 to September 2018</li> </ul>	
<b>Endurance Technologies Limited, Aurangabad.</b>	
<ul style="list-style-type: none"> <li>Manager (Section Head) – Corporate Affairs; March 2017 to November 2017</li> </ul>	
<b>Orchid-Hospira-Pfizer Healthcare India Private Limited, Aurangabad.</b>	
<ul style="list-style-type: none"> <li>Deputy Manager – Administration; December 2016 to February 2017</li> <li>Deputy Manager – Human Resources &amp; Admin; July 2014 to November 2016</li> <li>Assistant Manager – Human Resources &amp; Admin, April 2010 to June 2014</li> <li>Senior Executive – Administration; April 2007 to March 2010</li> </ul>	
<b>Wipro Consumer Care &amp; Lighting, Aurangabad (1993 to 2005) &amp; Pune (2005-2007)</b>	
<ul style="list-style-type: none"> <li>Accounts &amp; Admin Executive, Pune, May 2005 to May 2007</li> <li>Human Resources &amp; Admin Executive, April 2002 to April 2005</li> <li>Human Resources &amp; A/c Officer, April 1998 to March 2002</li> <li>Human Resources Assistant, April 1996 to March 1998</li> <li>Personnel Assistant, July 1993 to March 1996</li> </ul>	
<b>Devgiri Enterprises, Aurangabad.</b>	
<ul style="list-style-type: none"> <li>Management Trainee, May 1992 to July 1993</li> </ul>	

<b>Certification</b>	<b>Maharashtra Labour Welfare Officer</b> (Regn. No. DISH/94 S/S 185 Issued 05th Oct. 2015)
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<b>Professional &amp; Academic Details</b>  <b>(Starting from latest First)</b>	<b>Executive Development Program – Human Resources Management (EDPHRM)</b> XLRI - Xavier School of Management, Jamshedpur, February 2025 – August 2025
	<b>Master in Personnel Management (HR, PM, IR)</b> Prin. Naralkar Institute of CDR, Pune (University of Pune), June 2006 – May 2008
	<b>B.Com (Commerce)</b> Deogiri College, Aurangabad (Marathwada University), June 1989 – May 1992
	<b>Class XII (HSC)</b> Deogiri College, Aurangabad (Maharashtra Board), June 1987 – May 1989
	<b>Class X (SSC)</b> Holy Cross English High School, Aurangabad (Maharashtra Board), June 1982 – May 1987

<b>Languages</b>	<b>English</b>	<b>Hindi</b>	<b>Marathi</b>
	Proficient	Proficient	Proficient (Native)

**Declaration:** I hereby declare that Artificial Intelligence has not been used in the making of this resume.