

IN00106787

**Uma Shankar | Statutory  
Compliances Manager | 13.0  
years**

**Company: Paysquare  
Consultancy Ltd**

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Date of Interview: Sat, Aug 10, 2024

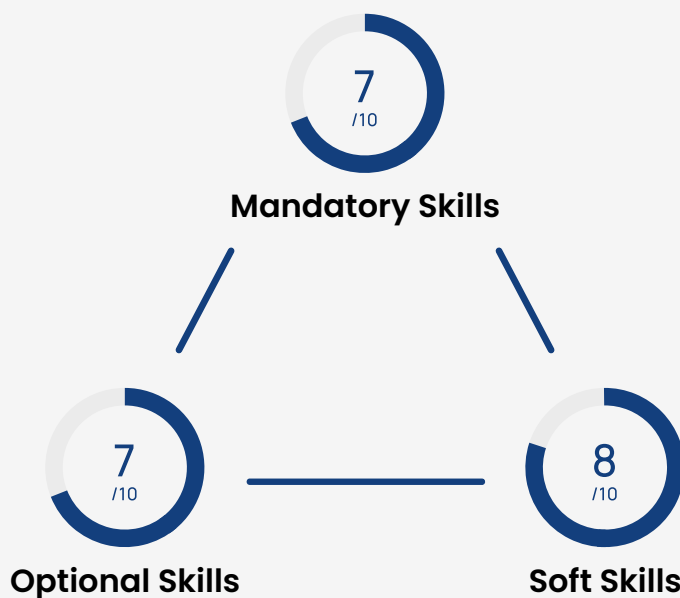
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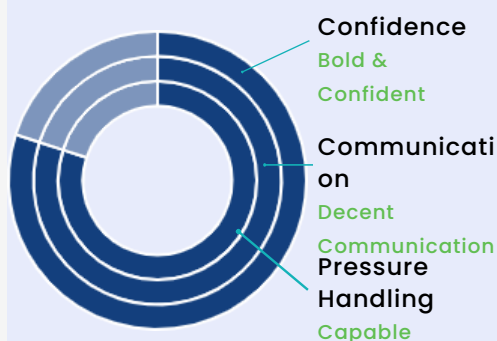
## Resume Summary

- 13 years of experience in labor law compliance and employee relations in Engineering and Manufacturing sectors. - Currently Compliance Manager at Nest-In, managing compliance objectives aligned with business strategies. - Expert in risk assessment, identifying compliance gaps, and regulatory compliance management. - Effective in managing permanent and contract labor, employer registration, and labor law compliance. - Experienced in engaging with labor authorities for industrial disputes and statutory compliance. - Knowledgeable in new labor codes and prevention of sexual harassment at the workplace. - Improved compliance metrics, fostering positive employee relations through negotiation and conflict resolution. - Skills in strategic workforce planning, talent acquisition, and employee welfare initiatives. - Core competencies: HR Compliance Management, Conflict Management, Labor Law Implementation, Policy Development. - Managed 3000+ workforce across multiple project sites, ensuring compliance with various labor laws.

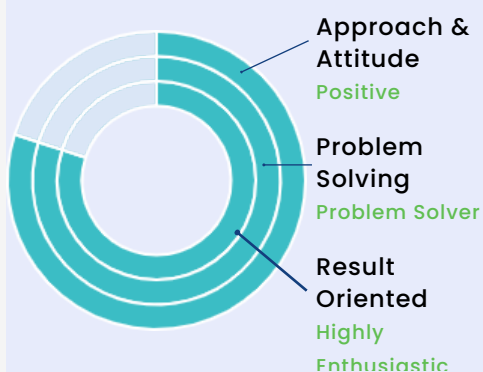
## Overall skills



### Soft Skills



### Analytical Skills



### Leadership Skills



# Mandatory Skills



Labour Law

Good



Statutory Compliance

Good



Client Relationship M...

Good



Team Management

Good



# Optional Skills



Legal

Good



Liasoning

Good

## Final Remarks

### Strengths:

- In-depth knowledge of various labor laws such as Contract Labor Act, Interstate Migrant Workers Act, and Building and Other Construction Workers Act.
- Familiarity with the new labor codes including Code on Wages, Code on Social Security, and Code on Occupational Safety, Health, and Working Conditions.
- Experience in managing HR compliances and industrial relations across multiple locations and projects.
- Hands-on experience with compliance tools like Contract Labor Management (CLM) system.
- Ability to explain complex compliance requirements and processes in detail.



### Weaknesses:

- Inability to recall specific details about certain acts like the Shops and Establishment Act and its provisions.
- Lack of clarity on specific compliance rules such as the exact requirements for crèche facilities and canteen applicability.
- Some gaps in understanding the latest amendments and updates in labor laws, such as recent changes in PF ceiling limits.

Conclusion: The candidate has given most of the answers to each question very well and has a good level of understanding of Indian Labour Law, rules, and regulations.  
The overall rating is good.

## 1. How do you stay updated with changing regulations and laws?

The candidate has given the answer very well and mentioned the way he gets him updated on changing regulations laws.

## 2. Have you handled compliances for Clients? If yes what was the count



The candidate has answered very well of this question and has experience of handling the compliances for clients.

## 3. Have you handled Labour Law Compliances ? Please describe each compliance

The candidate has answered of this question that he has the vast experience of labor law compliances and describe the major rules and regulations including concerned specific Acts.

## 4. Have you handled team ? What was your team size (Direct Reportees)?

The candidate is reports to the respective Project Manager and the eight person reporters to him

## 5. Have you handled Legal matters related to PF, PT., ESIC, MLWF, TAX or any other regulations in India? If yes please describe any channelling case which you have resolved or tried your efforts

The candidate has answered very of this question and having the good understanding of each Act and regulations.

## 6. How do you conduct Compliance risk assessments ?

The candidate has the basic idea on compliances of risk assessments and defined the process required for compliances.

### **7. Describe a situation where you faced a Compliance challenge and how you handled it.**

The candidates have answered on this question that whenever any challenges are required the method is to resolved by the giving training, circulation of information defining the policies and strict implementation of the same.

### **8. How have you handled team dynamics or ?**

The issue is discussed with the team as and when required and tried to solve by the giving solution through mechanism of learning and development, training etc.



### **9. How do you ensure that employees understand and follow Compliance policies**

The candidate has answered of this question very well that compliance to be circulated time to time when any update is coming through their HODs and training of the same as and when required.

### **10. What makes you a strong candidate for this position**

The candidate has given the answer of this question very well by defining the understanding of the various and rules and regulations to be implemented in the organizations

### **11. Mention your Current CTC , Expected CTC , Notice period and reason for looking for a change in job?**

The candidate has mentioned that his per annum CTC is 10.5 Lac per (Rs. 9.5 fix + Rs 1 Lac variable). His expectation is 35% hike on the present salary. His notice period is one month and looking for change for better prospects.

### **12. Are you open to work in Pune?**

The candidate has answered that he is ready to work / relocate to Pune with family.

**13. Are you willing to travel pan india for office work for not more than 2-3 days in a month?**

The candidate is ready to travel Pan India for office work.

**14. Can you explain the role of Compliance in safeguarding an organisation's reputation**

The candidate has defined the norms and mentioned the way of compliance in safeguarding an organization's reputation.



**15. Could you describe the steps you would take to ensure our organization was compliant as per Indian Labour Law and Compliances?**

The candidate has named the rule and regulations including Act would take to ensure organization was compliant as per Indian Labour Law.

## Soft Skills

**Confidence (Bold & Confident)**

Likely to be confident in one's own skills, abilities, and knowledge. May often appears to be assertive and convincing to stakeholders.

**Communication (Decent Communication)**

Likely to be able to structure one's thoughts and communicate in a clear, concise, and accurate manner. Likely to be a good listener and may often participate in business conversations.

**Pressure Handling (Capable)**

Likely to handle 80-90% of unexpected workflows.

## Analytical Skills

### Approach & Attitude (Positive)

Likely to maneuver any obstacles. Finishes work on time and with accuracy. Holds adequate capabilities to create strategic plans and manage work with a positive approach.

### Problem Solving (Problem Solver)

Likely to use a variety of techniques to solve problems and is willing to try new approaches. Easily evaluates resources and maintains team harmony.

### Result Oriented (Highly Enthusiastic)

Likely to set high-performance standards for self and team. Likely to demonstrate the ability to work with dedication and commitment.



## Leadership Skills

### Decision Making (Quite Decisive)

Likely to remain calm in stressful situations. Likely to be good in decision-making by considering 360 degree-analysis of the story.

### Team Management (People Manager)

Likely to take an interest in the work of team members and coach them on how to execute tasks effectively. Provides constructive suggestions and allocates work based on the skill set of team members.

### Accountability (Extremely Reliable)

Most likely committed to delivering the work before the deadline. Quickly moves on with a solution when held accountable for workflows.

## Screenshots



Very Poor :  $\leq 2$  Poor : 3 to 4 Average : 5 Above Average : 6 Good : 7 Very Good : 8 Excellent  $\geq 9$