R. SUBRAMANIAM, **Mobile:**+91-9847425874,9965525874,

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# Seeking middle management position in Human resources field. Believe that the sales and human resource management experience would help me to face and accept the challenges in this field..

**PROFILE BRIEF**

* **10 years of experience** in Plant HR Operations, Legal & Statutory, Industrial Relations, Plant Safety deployment& Marketing field in FMCG / KPO / Financial sectors.
* Cross Functional Team member for implementing Safety, Environmental & Quality Systems (ISO 14001, ISO 18001 & FSSC 22000)
* An effective communicator with excellent relationship building & interpersonal skills, strong analytical, problem solving & organizational abilities to achieve Manufacturing & Process Excellence.

**KEY SKILLS**

* Maintain a harmonious IR Environment in the plant.
* Driving change initiatives like TPM, Safety, Kaizen, 5 S etc.
* Education & Training Pillar Champion in TPM Deployment
* Establish integrated approach on Employee Engagement Initiatives in the plant.
* Talent Attraction and Retention

**CAREER CONTOUR**

**July 2011- till date: Assistant Manager HR- Cocoa, Cadbury India Ltd, Dharapuram.** (Cadbury India Ltd. is a part of Kraft Foods. Cadbury India operates in five categories – Chocolate confectionery, Beverages, Biscuits, Gum and Candy. In the Chocolate Confectionery business, Cadbury has maintained its undisputed leadership over the years).

**Key Responsibilities:**

* Generalist having exposure in all facets of HR Functions
* Finalisation and execution of organisation structure.
* Talent Attraction and Employee Development.
* Establish and Drive the performance process in Cocoa
* Drive a Calendarised Engagement Program
* Enhance HRs capability to partner, influence & manage change in the business
* Handle employee’s payroll related queries and Maintenance
* Maintain the welfare measures and implement innovative employee welfare schemes.
* Implementing Education & Training across the Cocoa operations
* To develop Controls and Compliance in Cocoa organization
* Leverage technology to enhance HR operations

**PREVIOUS ASSIGNMENTS**

**December 2006- July 2011: Executive Human Resources Marico Ltd, Kanjikode, Kerala.** (Marico is one of the fast growing FMCG Company in India with the turnover of 2600 Cr. in 09-10. Parachute brand is probably the largest packaged Coconut Oil brand in the world).

**Key Responsibilities:**

* Implementing HR policies and procedures in the plant.
* Maintain the welfare measures and implement innovative employee welfare schemes.
* Union handling and Grievance handling
* Implementing Education & Training across the plant and all associate locations
* Legal & Statutory
* End to End Recruitment processes
* Liasioning with all internal & external agencies like Police, Labour Welfare, Fire, Hospitals, etc
* Getting the Performance Appraisal organised and giving them feedback with suggestion of improving to low performance.
* Motivation & employee relation.
* Taking care of cost effect measures with regards to F.O.H
* Management of establishment, Company Vehicle, General Admin, Housekeeping, Transportation, Security, Stationary, Welfare, Stores.
* Maintaining safety standard in the factory.
* Having Hands on experience in SAP.
* Handle employee’s payroll related queries and Maintenance

**Notable Credits:**

* Successfully closed the Long term Settlement without a single day loss of production on Win-Win note.
* Achieved enormous attention by reducing the cycle gap of time in recruitment from 45 days to 28 days.
* Bagged the Best HR award from the CEO in 2010 for the plant across all Marico locations.
* Achieved a manday of 2.5 per person for the training program(2010-2011) in the plant and across all associate locations.

**Aug’2005 to December 2006; Executive Human resources, Qsolv Pvt Ltd, Palakkad, Kerala**

**Key Responsibilities**

* Taking care of the Recruitment requirement.
* Fix salary and negotiate with the candidates during the offer process.
* Release offers letter and follow-up with the candidates till the candidate

joins the company.

* Handle employee’s payroll related queries and changes.

**Oct’2004 to July 2005; Relationship Executive, ICICI Bank Ltd, Palakkad, Kerala**

### Key responsibilities

* To create and utilize an able and motivated workforce, to accomplish the

organizational goals.

* Directing and controlling the team to achieve the individual and combined

targets.

* Maintaining good relationship with the customers.

**July’2003 to September 2004; Officer Trade, Indian Immunologicals Ltd, Trivandrum, Kerala,**

# Key Responsibilities

* Meeting doctors and building and maintaining good relationship with them.
* Maintaining good relationship with chemists and distributors.
* Achieving the prescribed targets through promotion of the products by generating prescription for the products

**June’2002 to June 2003; Corporate Sales Executive, Hutch(Orange), Mumbai**

# Key Responsibilities

* Organizing corporate melas with the support of top management in corporates.
* Providing maximum information to employees regarding the post paid

connections and their benefits.

* Achieving the prescribed target through promotion of post paid mobile simcardin corporates.

**ACADEMIC CREDENTIALS**

1. *Master of Business Administrationwith first class* (63.23%) - Tamilnadu College of Engineering, Coimbatore, affiliated to Bharathiar University, Coimbatore.

*Area of specialization* : Human resource management and Marketing.

1. *Diploma in Labour laws with Administrative law* - Annamalai University
2. *Bachelor of Arts - Economics with First class* - Kuvempu University, Karnataka
3. *Pre-university with first class* -Karnataka Board
4. *SSLC with first class*-Karnataka Board

**Computer proficiency**

1. Operating system : MS Dos, windows 9x
2. Packages : MS Office, Oracle, FoxPro

**Project Work-MBA**

A Study on the climate of industrial relations in Mysore Paper Mills, Bhadravathi, Karnataka. This project was aimed at identifying the factors responsible for the current state of affairs and remedial measures to improve the industrial relationship in one of the leading Integrated Manufacturing Plant in Karnataka. Several recommendations were made to improve the industrial relationship and they are under active consideration of the management.

**Co-Curricular Activities**

Participated in all Indian management meets held in different colleges and won several awards and certificates.

**Extra-Curricular Activities**

Represented college in cricket and football in the inter college level.

**Personal Dossier**

Date of birth : January 21, 1979

Sex : Male

Marital Status : Married

Nationality : Indian

Languages known : English, Hindi, Kannada, Tamil, Malayalam

**References:** Would be furnished on request.