



NISHA AGGARWAL

Senior HR Manager

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- Proven track record of developing successful HR strategies that improve organizational effectiveness, engagement, and team productivity
- Experienced in implementing HR systems and processes to maximize organizational performance and ensure compliance with labor laws
- Experienced in creating training and development programs to meet organizational needs
- Established and maintained effective relationships with staff, management, and external partners.
- Developed and maintained a positive working environment.

Professional Experience

Senior HR Manager

Bonn Nutrients Pvt.
Ltd. | March 2023 -
Present

- Developed performance management systems and strategies for measuring and improving employee performance
- Implemented innovative recruitment strategies to ensure a highly talented and wellqualified workforce
- Established strong relationships with external vendors to ensure costeffective benefits and service
- Developed and maintained employee policies and procedures to ensure compliance with local laws
- Facilitated effective communication between management and employees to ensure a positive work environment
- Provided HR business partnership to two business units, supporting over 500 employees
- Collaborated with senior leadership to develop strategic plans and ensure organizational effectiveness
- Developed and implemented training and development initiatives, including onboarding programs, leadership development, and career planning
- Managed the fullcycle recruitment process for various positions, including writing job descriptions, sourcing candidates, and performing interviews
- Analyzed and monitored workforce trends and metrics to identify areas of improvement and develop appropriate strategies
- Performed employee relations and managed employee grievances and disciplinary actio

People Manager & PMO

Grupo Bimbo |
September 2017 -
February 2023

- Proven ability to build and maintain strong relationships with staff, management, and external partners
- Demonstrated success in increasing employee engagement and satisfaction, as well as improving recruitment processes
- Skilled in developing and implementing HR policies and procedures to ensure compliance with applicable laws and regulations
- Experienced in managing employee performance and providing coaching and guidance to enhance employee productivity
- Knowledge of Microsoft Office Suite and HRIS systems, such as PeopleSoft and ADP
- Monitored and maintained project portfolio and resources, and tracked project progress to ensure successful implementation
- Created and maintained project plans, resource management plans, risk assessments, quality management plans, and change management plans
- Monitored project performance and resources utilization to ensure projects are completed on time and within budget
- Coordinated with stakeholders to ensure project goals and objectives are met
- Participated in project team meetings to ensure project progress and changes are communicated and documented

- Conducted performance appraisals to identify areas of improvement and reward staff
- Managed full cycle recruitment process for all departments, including sourcing, interviewing, and onboarding
- Designed and managed recruitment campaigns, such as job fairs, college recruiting, and social media
- Maintained and updated applicant tracking system to track recruitment process
- Negotiated salaries and other employment benefits with candidates

Deputy HR

Manager

Medmap | November 2015 - August 2017

- Oversee daily human resources operations and ensure adherence to HR policies and procedures
- Develop and implement strategies to enhance employee engagement and satisfaction
- Conduct disciplinary meetings, performance reviews and other HR related activities
- Assist hiring managers in recruitment and selection process
- Manage employee relations and resolve conflicts
- Develop training and development programs to ensure staff have necessary skills
- Liaise with external partners in areas such as recruitment, payroll and employee benefits
- Keep abreast of labor laws and ensure compliance with all applicable regulations

HR Manager

Jaguar Steel and Coal Pte. Ltd. | June 2012 - October 2015

- Facilitated the recruitment and selection process of new employees in accordance to company policy
- Created and implemented appropriate procedures and policies to ensure compliance with labor laws and regulations
- Analyzed and reported on staffing trends and metrics to identify potential areas of improvement
- Provided guidance and counseling to employees on HR related matters such as performance management, grievance handling, and disciplinary actions
- Developed and implemented talent management and succession planning programs to foster employee development and engagement

Recruitment

Consultant

Max New York New Life | December 2010 - May 2012

- Conducted indepth interviews with candidates to evaluate their qualifications
- Maintained a database of potential candidates and conducted regular followups
- Supported the HR team in the development and implementation of recruitment processes
- Assisted in the preparation of job postings and job descriptions
- Monitored the recruitment process to ensure a good candidate experience
- Managed the recruitment process from initial contact to offer acceptance

Education

MBA in HR and Marketing

Guru Gobind Singh Indraprastha University, Delhi | August 2009 - July 2011

BBA (CAM) in Business Management

IIMT, Delhi | August 2006 - July 2009

Key Skills



Languages





Hindi

Interests

- Canvas Painting
- Travelling
- Cooking
- Long Drives

Software



HRone



Peoplestrong