

Swati Desai

Ph. no: +91 9767872516

E mail id: gorantyal.swati@gmail.com

OBJECTIVE:

Seeking a Human Resources Management position where my professional experience and education will allow me to make an immediate contribution as an integral part of a progressive company.

PROFESSIONAL EXPERIENCE:

Reason for leaving – Company Shutdown

1) Company Name: Klaasik (A start up ecommerce company)

Designation – Manager - HR Business Partner

Period- Nov 2021 to July 2023

Work Profile-

- Develop and monitor overall HR strategies, systems, tactics and procedures across the organization
- To drive governance on critical HR metrics such as retention, policy, engagement & cost for the company.
- Align with business to implement talent engagement and development initiatives.
- Monitor grievances and implement disciplinary policies and procedures.
- Responsible for taking induction programs for new joiners and making them well versed with the organization's policy and procedures.
- Assess the current org. and partner with stakeholders to create a strategy and vision around the development of future state process flows, to identify needed organizational and workflow changes
- Operate independently & ensure employee satisfaction & development of the team.
- Lead the way in implementing change initiatives related to culture, performance, recognition and policies
- Promote alignment and collaboration across the organization, driving synergy and perspective; demonstrate common process and consistent messaging.
- Understand the business and its challenges to help address the organization and peoples' ask
- Partner with expertise centres to tackle business problems and to executive on corporate-wide talent initiatives
- Own/drive HR policies and directives and ensure smooth implementation across the firm.

2) Company Name: GlobalLogic Technology Pvt Ltd

Designation – Assistant Manager - HR Business Partner

Period- March 2021 to Nov 2021

Work Profile-

- Onboarding and partnership with the HR CoE / Processes team to seek opportunities to simplify, optimize, modernise, and improve processes
- Key advisor to Business for employee grievances and relations
- Review and analyse business data to identify trends and recommend improvements to business efficiency and performance
- Work closely with Management / leaders and Employees to improve work relationships, build morale and increase productivity and retention.
- Partner across HR organization/functions and contribute effectively to organizational projects and initiatives
- Employee Engagement - New Joiners connects, 1:1 Employee connects, Skip levels and Townhalls. Understanding and providing solutions based on the pulse of the employees for the work efficiency.
- Partner effectively with business leaders on manpower planning, organizational design, cost management, success planning to support a high growth business.
- Rewards & Recognitions
- Employer Branding, Great Place to work initiatives, Pulse Surveys
- Provides guidance and input on business unit restructures, workforce planning and succession planning.
- Rotational Program, Performance Calibration and Bonus
- Participate in HR policies implementation.
- Retentions and Save Early Attrition

3) Blue Yonder (Formerly known as JDA Software)

Designation – HR Business Partner
Period- November 2019 to Sept 2020

ACHIEVEMENT-

Got Pillar Team Award in Feb 2020 for implementing Engagement measures in the Organization.

Work Profile-

- Partnering with Business units for HR function to align with Business strategies
- Managing and executing employee engagement activities, Diversity and inclusion Programs, Rewards, and recognition
- Work closely with the Business leads in understanding the Business needs and work on engagement of the Key employees' engagement.
- Act as the first point of contact for all employee grievances and manage & resolve employee relations issues
- Create HR dashboards to track key metrics for HR operations for continuous improvement
- Work with the team to continuously monitor the pulse of employees to ensure a high level of engagement
- Identify training needs, evaluate training programs, and help organize learning and development initiatives
- Working on Employee Branding and enabling "Great Place to work" culture strategy
- Performance Management, Stakeholder Management
- Employee Engagement
- Have 1:1 discussion, Skip levels, town halls, Focus group Discussions
- Exit interviews and retentions

2) Company Name: Bangalore Women Power

Designation: Community Leader

Period: November 2016 to till date

Achievements:

- I am a Social Media Influencer with 105000 approx. women members in my group.
- Awarded as "South India Women Achiever Award 2019" for Women Empowerment.
- Got "Seva Ratna" award by Exide Life Insurance for helping towards "Kerala and Kodugu" Relief and successfully sending 6 trucks of goods to the camps
- Recognised by Facebook and chosen for their Accelerator program.

BANGALORE WOMEN POWER:

Started a "Women for Women" community as a Facebook group in Feb 2018 which is organically grown to 1.35 lac members strong and is recognised by Facebook for the impact and engagement.

Happy to say that Facebook has selected me for their Accelerator program from Nov 2021 to March 2022 to work towards women empowerment.

3) Company Name: KPIT Technologies Ltd

Designation: HR Business Partner

Period: June 2016 to Oct 2016

Single point of contact for employees of 5 different Teams with the total strength of 600 employees.

Handling the end-to-end HR functions for them.

Below major functions were taken care during my tenure:

- HR Induction for new joiners
- Employee Engagement
- HR Connects
- Rewards and Recognition.
- Gathering inputs for Appraisal rating.
- Exit Interview

4) Company Name: Whirlpool of India Ltd, Global Technology & Engineering Centre

Designation: Sr. HR Executive

Period: June 2012 to Dec 2015

Worked with cross-functional teams to drive initiatives, deployment of HR processes and providing valued contribution to stakeholders

Recruitment & Selection

Joining & Exit formalities,

Employee engagement

Employee relations

R&R

5) Company Name: Onyeex Technology Services Pvt. Ltd. (www.onyeex.com)

Designation: HR Executive

Period: March 2011 to May 2012

Responsibilities:

Recruitment & Selection Process: Sourcing profiles through job portals, initial screening, scheduling interviews.

Preparation of Offers, appointment letters, etc

Conducting training programs

Opening salary accounts for new joiners.

Leave and attendance management

Preparation of pay slips and salary processing

Employee engagement activities like birthday celebrations, festival celebrations, open group discussions, etc

Exit process- Exit interview, Preparation of relieving letter, experience letters.

QUALIFICATION:

M.B.A – Human Resources from M.M.I.T College, Pune University in 2011 with 64%

BBA from MIT College, Pune University with 64%

H.S.C from MIT College, Maharashtra Board

S.S.C from Jain International Residential School, CBSE Board

ACHIEVEMENTS

- Felicitated by Mr. Late Vilasrao Deshmukh (Ex. Chief Minister of Maharashtra) for securing 1st rank in MBA
- Gold Medallist for being topper consistently in all semesters in MBA College