

Amol Nakve

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PROFESSIONAL EXPERIENCE

Manager HR with Ampersand Group, Mumbai (Dec 2022 to till date)

Area of Exposure

- Talent Acquisition for group companies
- Created a pool of consultants for 4 companies of the group
- Policy formulation and execution
- Employee Engagement for corporate offices and field operations as well.
- Performance Management and Learning and Development
- Payroll and statutory compliances, HR Audit
- Managing the team of 4 HR personnel
- BOT HR function – for 3PL venture (EVNOW™)
- Lead the operations activity for Robotics program in Rajasthan.

Freelancing with Logix Health and Population Foundation of India, Bangalore/Delhi (Feb 2022 to November 2022)

Area of Exposure

- HR Analytics
- Six Sigma for attrition reduction
- HRBP team setup for Coimbatore and Bangalore offices
- Leadership hiring
- D&I training- Unconscious biases & gender equality
- POSH policies and compliances

Manager HR with NASSCOM Foundation, Delhi (Feb 2019 to February 2022)

Area of Exposure

- Recruitments at all level
- Policy formulation and execution (HR Manual)
- Employee Engagement
- Started a virtual in HR practices during pandemic
- Performance Management and Learning and Development
- Payroll and statutory compliances, HR Audit
- Started a role of HR as primary care giver during pick time of pandemic.
- Managing Mentoring of W²RT (Women Wizard Rule Tech) program for 900 women technologist.
- Mentors Relationship Management
- DNI consortium member for NASSCOM DNI report.
- Represented organization for various article and reports to be published in DNI domain.

Manager HR with BASIX Academy for Building Lifelong Employability Ltd, New Delhi (May – 13 – Feb 19)

Area of Exposure

- Talent Acquisition (Strategizing Hiring, Mass Recruitment)
- Training and Development
- Leading the team of 2 regional HR executive with required support

- Incentives and Compensation Management
- Employee engagement/People Connect

- HR audits.
- Statutory Compliances (registrations, returns, audits)
- Driving business through HR (Business HR)
- Business development for **NSQF** School Program (represent organization to various state governments)
- Worked closely with government authorities of various states for smooth functioning of projects.
- Developed the network of subject matter experts for content development of job roles for STAR Scheme.
- Team Leader for Group's 20 year celebration from organization.
- Successfully completed assessment of around 3500 learners in STAR program with 78% successful results.
- Developed mobilization and handholding manual for EyeMitra™ (rural optometrist entrepreneurship development program). Also managed the MIS of sales in coordinating with local teams. Closely worked with Dr. Shroff Eye Charitable Hospital and Sitapur Eye Hospital for operational effectiveness.
- Lead the team of 5 people for creating center operation manual for establishing standards.
- Entrepreneurship program's Center auditing in each quarter.
- Prepare daily sales MIS of Rajasthan states.
- Conducted mobilization campaigns in UP and Rajasthan to meet the conversion targets.
- Liaisoning with various state government officials for smooth execution of programs.

Key Achievements

- Recruited 200 people in span of 45 days in state of Himachal Pradesh, Rajasthan, Haryana, Delhi, and Uttar Pradesh.
- Managing team of 550 people independently.
- Pioneer in implementing MHRD (Ministry of Human Resource Development) National Skill Qualification Framework program in Govt. Schools of above mentioned states. (since Aug. 15 to till date in 350 schools)
- 0% to 3% attrition rate.
- Build the Capacity of staff through Inductions, ToT, Workshops, OJT at various parts of country. Mandatory training of 2 man day for each level in every quarter.
- Minimize Labour laws non-compliance to zero. Ensured ESIC benefits to covered employee since from day one.
- HR policy formulation Attendance, Leave, Induction, Training and Development, Competency Mapping, Travel, Anti Sexual Harassment, Transfer etc.
- 100% employee engagement.
- Managing HRM of 200 people of entrepreneurship development program.
- Strategic inputs to Business planning.
- Participated in Curriculum development of retail Level 1 and Level 2 for NSQF program.

Sr. Associate HR with Husys Consulting Pvt Ltd, Ahmadabad (Nov - 11 – Nov -12)

Area of Exposure

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|---|--|
| - HRM of Textile firm (450 people). | - Employee Connect and safety. |
| - Business Development of Gujrath region. | - HR Policy formulation for SME's |
| - Business partner roll of HR. | - HR and IR functions. |
| - Recruitments | - General Admin. |
| - BSCI Audit. | - IT recruitment for emerging Blue Chip Company. |

Key Achievements

- Managed HR function independently for Home Textile Manufacturing Plant (300 people), Branding and Advertising Company (50 people) and Hospitality IT Management firm (10 People)
- 100% compliances to various audits like BSIC, SA 2000
- 100% availability of staff at shop floor
- Reduce accidents by 70% (reward and recognition)
- 100% on time hiring for branding and IT firms
- Business development (generated business of around 12 lakh)

Executive HR with Basix India Ltd, Nasik (Aug 10- Aug 11) (With CSC project PPP with GoM)

Area of Exposure

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|-------------------------------|----------------------|--------------------------------|
| - Talent Acquisition | - Talent Development | - Admin Function |
| - Grievance Management | - Pay roll, (input) | - HRIS in charge of West India |
| - Other HR operation/function | | |

Key Achievements

- Liaoning with Govt. administration for implementing CSC program in north Maharashtra
- Recruited 1000 VLE's in span of 6 month
- Managed HRIS of West India Zone
- Minimize grievances to almost 70%

Executive HR with Mimoza Enterprises Finance Ltd, Panipat (Nov 09- June 10)

Area of Exposure

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|---|--------------------------|--------------------------|
| - Strategizing Recruitments, recruitment manual (SoP) | | |
| - T and D | - HR Help Desk | |
| - Grievance Management | - Performance Appraisals | - Labour litigation |
| - Pay roll | - HRIS | - Employee communication |

Key Achievements

- Formulated brief policy of recruitment and training and development.
- Recruited 60 people in span of 3 month in alignment with business plan.

Regional HR Executive (North India) with Basix India Ltd, Agra. (June 08- June 09)

Key deliverables across the tenures:

Area of Exposure

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|------------------------------|------------------------------|----------------|
| - Employee Relations | - Salary and Leaves Updating | - Confirmation |
| - Training and Induction | - Grievances Handling | - PF and ESI |
| - Recruitment and Selections | - Exit Formalities | - Promotions |

Procedures

Key Achievements

- Build the strategic campus relationship in north India Region.
- 100% compliances to HR Policies

PROFESSIONAL QUALIFICATION

Master of Business Administration from Premium B-School (**PUMBA**) **University of Pune**, Department Of Management Sciences from class of 2006-2008.

Specialization: **HRM**

Bachelor of Science in Biotechnology from Dr. Ulhas Patil Science Collage, Jalgaon affiliated to North Maharashtra University (2003-2006).

CERTIFICATION

- Inclusive Leadership: The Power of Workplace Diversity, University of Colorado Denver on Coursera, Brenda J. Allen.
- Diversity and Inclusion for HR Professionals- University of California, Irvin on Coursera, Diana Spiegel
- Design Thinking for Business Leaders, Institute of Product Leadership.

- Negotiation and Conflict Management Institute of Product Leadership.
- AI for Everyone, Coursera, Andrew NG.
- Embracing Change by Harappa, Certification of Completion.
- Unleashing Creativity by Harappa, Certificate of Completion.

MEMBERSHIPS AND ASSOCIATIONS

- Life member of Biotech Research Society of India, Trivendrum.
- Member of AMA (Ahmedabad Management Association), Ahmedabad.
- Life time member of NHRD Network, Delhi Chapter.

HOBBIES AND INTERESTS

Photography, Reading, Blogging, Travelling, Movies, Trekking

PERSONAL DETAILS

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Permanent address: C/o, P. L. Wani, Plot no. 27, Gat No. 111, Khote Nagar, Behind Radhika Hotel, Jalgaon (MH)-425001.

Blog: <http://amoln.blogspot.in>

Date of Birth: December 29, 1984