

## MIRUNALINI SURESHBABU

E-mail: miruns@gmail.com

Mobile No: (+91) 9962599877

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### Career Objective:

Dedicated and passionate about developing strong employee relations and exceeding organizational goals. Solid reputation for implementing policies and procedures that positively impact corporate profitability, employee satisfaction and overall productivity. Reputation for displaying integrity and professionalism when communicating with professionals at all levels. Adept at problem solving, decision making and staff motivation. Goal driven with Demonstrated strength in multitasking and prioritizing assignments.

### Key Skills & Capability:

- Manpower Planning/ Utilization Improvements
- Teambuilding/Training/Supervision
- Bench Management / Effective Utilization/Reskilling/ Internal fulfilment
- Employee Relations /Allocation Dispute Resolution
- Reporting/ Strong analytical skills

### Academic Credentials:

B.E (Computer Science Engineering)- Jeppiaar Maamallan Institute of Technology,  
Anna University, Chennai, Tamil Nadu.

### Professional Experience:

➤ **Company: Publicis Sapient Pvt Ltd, Bangalore, Karnataka, INDIA**

**Designation:** Senior Associate -Resource Management Group

**Tenure:** Jan 2023– Till date

- Managing complete cycle of Resource Management for Australia Region, which includes requirement gathering, Demand approvals as per the set norm /guidelines of the business unit, Assigning available staff to projects in an optimal way.
- Partnered with departmental managers to ascertain hiring needs and subsequently initiate hiring of new staff in accordance with project budgets.
- Proactive Planning & hiring near match skill for training & Deployment against future requirements in accordance with the revenue forecast.
- Monitoring employee utilization, headcount additions and revenue growth
- Working alongside global business leader to deploy new training strategies.
- Working with SME., Delivery heads and trainers in identifying potential areas for upskilling, reskilling programs
- Played a key role in Establishing Tool, Templates, Processes improvements & system automations across the organization.
- Implemented Talent identification and progression program to identify top performers from the respective delivery units and worked with the business leaders on their career enhancement and employee satisfaction & retention Worked with managers to achieve compliance with organizational policies, providing clarifying information and recommending necessary changes.

➤ **Company: Larsen & Turbo Technology Services Pvt Ltd, Chennai, Tamil Nadu, INDIA**

**Designation:** Associate Manager -Resource Management Group

**Tenure:** Nov 2021– Dec 2022

- Leading a three-member team to manage Resource Deployment& demand fulfillment for verticals by effective utilization of resources.
- **Requirement Fulfillment** - Responsible for completion of entire staffing life cycle, right from resource identification (which include release from existing assignment, location transfers / deputation if required, visa related dependencies if any) to resource deployment for both onsite & offshore projects.
- Maintain good rapport with the BU Heads\Delivery Managers\ develop and implement strategies\fulfillment plans to fulfill demands for BNFS vertical.
- Anticipate opportunities, connect with project\operations teams, and identify areas where bench resources can be deployed and shared. Timely escalation of resource issues - multiple rejections, PIP, absconding and BGV cases.
- **Business Pipeline** – Connecting with stakeholders to put forth forecast plan with respect to their client engagements, projects, technology & headcount numbers to ensure fulfillment is planned as targets rollover on milestones or phases.
- **Utilization** - Responsible for managing utilization at BU Level with set Targets from Corporate Management. Ensure that a healthy billability percentage is maintained even during project ramp downs and handle project resource releases proactively to maximize & maintain Utilization percentage as advised by the organization.
- **Bench\Visa pool Management** - Prepare and maintain MIS reports for Future releases and bench\buffer resource lists in order to fulfill demands & effectively utilize them for fulfillment in BNFS Vertical, formulate plans on cross training resources for upcoming positions.
- Effective utilization of Visa ready resources by proactively reaching out to delivery teams to keep a track of their upcoming travel plans or finding out alternate options to deploy the resources to onsite positions if the current project team does not foresee any onsite positions for them in near future.
- Regular interaction with the bench resources – understanding their skills / aspirations and accordingly formulating their Cross-training plans.

➤ **Company: Virtusa Polaris Consulting & Services, Chennai, Tamil Nadu, INDIA**

**Designation:** Associate Consultant -Resource Management Group

**Tenure:** July 2019 – Apr 2021

- Expertise in handling domain like Telecom, Networking, Storage, Semi-conductor, Mobility, Automobile, Industrial, Aero, Mechanical, Retail & Banking, Medical.
- Involving complete cycle of Resource Management, which includes requirement gathering, identification of resources and allocation to projects in optimal way.
- Responsible for Demand/Supply planning and tracking for generic skills (C#,>net, C++, Embedded C/C++, Java/J2EE) for the entire business unit. & Non-generic skills (Networking protocols, mobile Technologies, Pro E, VLSI, other Domain- specific skills) at account level.
- Responsible for regularly interfacing with business leaders and other stake holders (Talent acquisition group, Talent Engagement group etc.) to ensure optimum

utilization / up-skilling, re-skilling of existing resources

- Handling conflicts arising from the talent Pool and taking to closure.

➤ **Company: Sopra Steria India LTD, Chennai, Tamil Nadu, INDIA**

**Designation:** Senior Resource Management Executive – People Management Group

**Tenure:** Jan 2019 – June 2019

- The primary objective is to replenish the requirement, manage, track, and help in utilizing the people to the optimum level.
- Checking the Internal availability and sharing the matching profile post discussion with respective delivery and interacting with DU Head for hiring in case of internal unavailability of suitable person.
- Responsible for sharing the Requirement Fulfillment Plan with respective stakeholders which included the Total open position and list of available people for respective practice every week to Practice owner/coordinator.

➤ **Company: HCL TECHNOLOGIES LTD, Chennai, Tamil Nadu, INDIA**

**Designation:** Resource Management Executive- Work Force Planning Cell

**Tenure:** Dec 2015 -Jan 2019

- Day by Day tracking Utilization progress (Project Level, Vertical Level, Horizontal Level)
- Tracking on Bench Management, People Movement within projects (People Movement I/O Business Unit People Moving Between Onsite/Offshore).
- Assignment/Extension/Delimitation/Deletion of resources in system. Follow-up with Delivery on expiring assignments and monitoring of resource utilization.
- Taking care of assignments & assignment expiry follow ups, creating the resourcing dashboard for the top-level management and conducting weekly staffing calls by preparing the tracker.

➤ **Company: HCL TECHNOLOGIES LTD, Chennai, Tamil Nadu, INDIA**

**Designation:** Junior Engineer, **Client:** British Telecom

**Tenure:** June 2015 – Dec 2015

***Roles and Responsibilities:***

- Troubleshooting the customers regarding the broadband and telephone Issues.
- Resourceful at maintaining excellent relations with clients and providing value added customer service, ensuring quality and service norms as per the agreement and SLA factors.
- Endowed with basic knowledge about Windows and extensive use of Ms-Word.
- Achieved 100% Response & Resolution SLA.
- Good knowledge in Email clients like Outlook Express, Thunderbird and Mac mail.