

LT. COL. GIRISH BHARDWAJ (VETERAN)

SENIOR MANAGEMENT HR PROFESSIONAL

Organizational Change Management/ Talent Management/Employee Engagement /

HR- Operational Excellence

Evangelizing strategic HR initiative to realize bottom-line results & enhance employee engagement in the pursuit of company goals



CAREER PRÉCIS

Passionate, Innovative and a result-driven Organisational Change & People management professional offering over 24 years of accomplished experience in Indian Army and corporate. Ensured fast adoption of realignment plans by motivating teams of 120 + people with my strong leadership, communication and collaboration skills which made positive impact on long-term goals.

SKILLS

+ Organizational Change Management + Strategic Workforce Management + Organizational Development + HR Policy Design & Implementation + Talent Acquisition & Management + Performance Management + Employee Engagement & Welfare + Competency Mapping + Training/Learning & Development + Plant HR and Security.

UNDERGONE BELBIN ASSESSMENT TOOL

PURPOSE

By getting into the roles of a People partner function, I am passionate about leading the People management/HR & OD functions from my rich experience of Defence days and keen on getting back to that stream of work now. I would be happy handling the entire organization development functions with a touch on the 'Change Management and Business benefits' to take the organization to the next levels

❖ I would therefore bring to the table.

- A strong sense of direction and vision.
- Provide guidance and direction to individuals and teams and ensure result driven output aligned with management vision across the organization leading to tangible results.
- Influence people and motivate them to think out of box by igniting their minds through active participation in discussions and empower them to develop / understand and align with the goals and visions of the organization.
- Helping people in thriving in situation where I can advocate an entirely new approach with new ideas and direction.
- Bring sense of discipline through training/coaching through walk the talk resulting in performance enhancement, quality, customer satisfaction and process /service excellence with alliances
- Slowly bring in culture shifts across organization

Dec '2015' - Present: Ashok Leyland Ltd - HEAD SECURITY

ACCOMPLISHMENTS:

- Assisted HR department during, "Deming Certification Aug 2017" in constructing the Competency mapping for different strata of the talent pool i.e (Employees, Casual labour ,Temps, Apprentice) in providing training to raw & experienced talent by providing on job training in simulation environment and different methodologies of training before deployed in shop floor.
- Outcome – Reduced supervision, cost reduction, individual development, culture change, org development, improved quality product leading to profit and process excellence. The Plant was successful in attaining the, "Deming certification 2017".

KEY RESULT AREAS:

- Functioning as Chief security Officer of a large Manufacturing Plant with an area spread across 700 acres for 500 security personnel their administration, training, and welfare activities and managing approx. 12000 floating population.
- Setting and implementing of security key performance indicator aligned with business goals through daily management system in co-ordination with production heads and top management.
- Responsible for Access control, training of security personnel, fire crew, risk mitigation, stake holder management, industrial relations, vendor management, asset management, transport, canteen, welfare, compensation and benefits of security personnel, Effective communication and liaison with various govt authorities.
- **Finance;** budget preparation, analysing cost, and taking necessary actions to control and reduce expenses

PREVIOUS EXPERIENCE

Jun'96 – Nov'14: Indian Army - Lieutenant Colonel

1996 – 2000: Indian Military Academy

Growth Path: *Joined as Lieutenant, Hyderabad (2000) later got elevated to the position of Captain, J&K (2002) / Major, Bihar Regimental Center, Danapur (2004) / Major, J&K (2008) / Lieutenant Colonel, J&K & Rajasthan (2012)*

KEY RESULT AREAS: GENERAL ADMINISTRATION & FACILITY MANAGEMENT

- **General Administration:** commanded and lead 1000 personnel, manpower planning, training, transfers, promotion, salaries, discipline, grievances, awards & rewards, budgeting, office management & back up operations, procurements, cost optimization, logistics co-ordination, parking management, contract administration, accommodation, bookings, property management, conducting event management, high level conferences, and medical camps
- Ensuring all deliverables, managing lease contracts, renovations and capital projects, reduced operating budget of a hockey field AstroTurf project from **2.5 crores to 2 crores**, Operated commercial vehicles, hired relevant vendor and controlled budgets to a tune of **INR 3 crore**
- **Facilities Management:** Incharge & providing leadership for large cantonment consisting 10,000 personnel and their families, camp Administration, handling canteen, transport, residential complex, schools, executed budgets for managing **facilities as per organizational needs**
- **Fleet Management;** allotment of vehicles, setting KPI for drivers with accountability, daily operations, inspections of vehicles, record maintenance, the investigation into accidents, liaison with govt authorities, local bodies & disciplining
- **Event Management:** executing and organizing major military events, social functions & sporting & CSR activities.
- Showcased leadership skills in developing & executing continuous **improvement initiatives** in order to achieve process efficiency (Admin & Facility)

AS LT COL HEAD ORGAZATIONAL DEVELOPMENT & CHANGE MANAGEMENT :

- Thrives in fast paced environment managing diverse work force approx 800 personnel which included recruit, train and develop best talent.
- Conduct performance reviews and oversee career management for junior commissioned and non commissioned officers
- Planning and rolling out learning and development strategy which included identifying training programs and material which include user guides, videos, online, training methodologies & performance evaluation.
- Drive coordinate and executive Change management initiatives for the org which include communication, training adoption, content delivery specific to the transformation program
- **Project Management:** Led and directed sports and infrastructure project costing 20cr which included project planning, estimating budget, resource allocation, financial & time management.
- Reduced operating budget of sports infrastructure from 2.5 crore to 1.75 crore.

- Managed activities related to project with all stake holders in the change effort and ensured they are ready to adopt the changes through effective open channels of communication and transparency.
- **Formulated HR Policies and SOP based on set objectives with due validation through effective communication and feed**
- Analysed **HR processes**, streamlined systems, focused on improving processes to promote **reliability, increase simplicity & enable scalable growth**
- Established work culture seminars and sessions for **Managers and Workmen**
- Developed **Competency Matrix Templates**; reviewed the same in coordination with **Department Heads**

AS MAJOR EMPLOYEE ENGAGEMENT & RELATIONS:

- Administered **employee relations activities** which includes:
- Reviewing & processing **employee requests**, conducting **performance evaluations** of the teams
- Managing the **employee welfare** activities (Employee of the Year Awards, Blood Donation Camps, Sports Activities, Annual Gatherings) & so on
- Ensured the prompt resolution of **employee grievances** & maintained cordial **employee relations**
- Managed **performance appraisal** readiness for **Non-Commissioned Officer and Junior Commissioner Officers** and formulated reports of the same.
- Built **KRAs** for all the staff across levels; imparted trainings to staff on how to work on the KRAs
- Extended support towards the **Management** in terms of budgeting and resource planning
- Distributing the **review letters** and **appraisal notes**, formatting **employee survey question templates**
- Designed and implemented **employee appraisals, awards and benefit programs**
- Developed comprehensive **performance management and compensation framework**; managed appraisal process across the levels linked to reward management and career growth

COMPENSATION & BENEFITS:

- Exhibited skills in managing **compensation and benefits** (executing Increments, Incentives, Variable Pay), wages, bonus, welfare measures and policy formulations
- Planned for competitive **salary structures** for all levels of employees; engaged in **benchmarking** of industry trends to ensure the competitiveness of the **organizational compensation levels**

ADDITIONAL HIGHLIGHT:

- Worked as Manager Operations (Disaster Management) during Flood Relief 2006-07 in Bihar for crisis management, situational reaction, rescue operations, logistics management, security and jointly working with International Organizations in the relief operations; **felicitated with appreciation letter for the same**

EDUCATION & CREDENTIALS

- **PGD in Human Resources Management** from Symbiosis, Pune in **2016**
- **BA in Humanities (Economics, Political Science & History)** from Jawaharlal Nehru University (JNU), New Delhi in **1999**

TRAININGS UNDERTAKEN

- Manpower Planning, General Administration, Logistics, Military Tactics – Indian Army
- High Stress Leadership Course – Indian Army
- Attended Peoples Management Programme

PERSONAL DETAILS

- Date of Birth : 28th Nov 1973
- Language Known : English , Hindi, Kannada , Tamil
- Address : Bangalore – 560100