



GAURAV AGRAWAL

HUMAN RESOURCE MANAGEMENT

A quick learner with exposure to cross-cultural work environments; Team-based management style coupled with the zeal to drive visions into reality, targeting assignments in Human Resource Management with an organization of repute
Location Preference: Ahmedabad, Vadodara & Pune

agrawalgaurav2090@gmail.com

+91 9537670837



Profile Summary

An enthusiastic & high energy driven individual MBA in Human Resource Management with strong understanding of HR Laws, Theories and principles. Familiar with modern HR Systems, Statutory Labor & Business Laws and skilled in managing the various HR processes like Manpower Planning, Recruitment, Selection, Performance and Compensation Management, Induction & Training. Expertise in understanding the business requirement, identifying the need of organization, analyzing the human behavior and coordinating with people.

Gained insightful knowledge of HR functions like corporate HR, strategy planning & employer branding through the Internship Program at Blue Star. Possess in-depth understanding of all Human Resource Management, Operations Management, Business and Management Skills. An effective communicator with exceptional interpersonal skills and the capability to relate to people across all hierarchical levels in the organization.

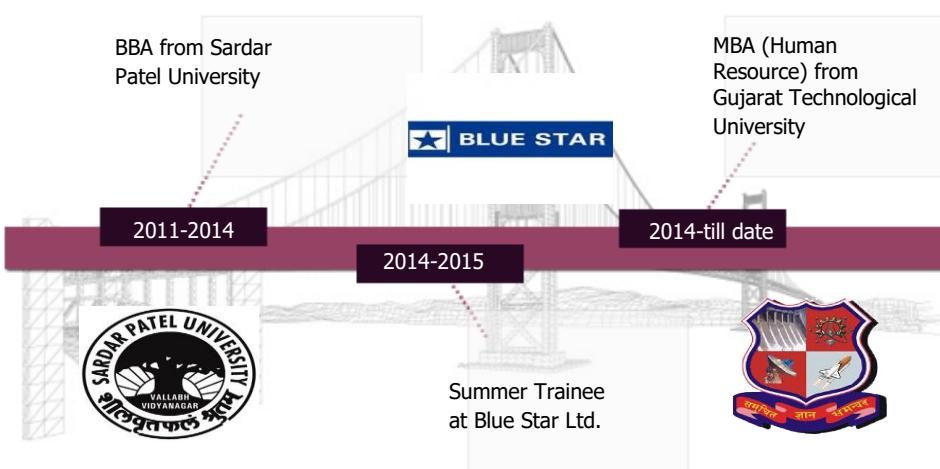


Education

- ▶ Pursuing MBA (HR) from Sardar Patel Educational Campus, Gujarat Technological University
- ▶ BBA Honours (Hotel Management) from Aims College of Management and Science, Sardar Patel University in 2014
- ▶ 12th from Vaniya Mill High School, G.S.E.B in 2009
- ▶ 10th from L.M.P REVA Experimental High School, Bilimora, G.H.S.E.B in 2007



Career Timeline



Areas of Interest

HR Operations



Process Enhancement



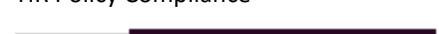
Performance Management



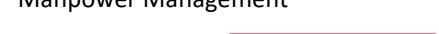
Employee Engagement & Relations



HR Policy Compliance



Manpower Management



HRD / HRM



Summer Internship

Organization: Blue Star Limited
Designation: Summer Trainee

Period: 2014-2015
Topic: Employee Morale
Details: To study and benchmark the HR policies of Blue Star Limited with other organization in industry

Key Result Areas:

- Maintained currency in HR subjects by following a daily practice of self-study of new HR related developments
- Helped in analyzing and improving HR processes by conducting research and making recommendations for improvement of HR processes
- Maintained and organized HR Department Business Records in paper or electronic formats as directed
- Assisted with the maintenance of personnel files, including scanning of documents and data entry as directed
- Aided in the preparation of required HR related government reporting



IT Skills

Operating System: Windows

Application Packages: MS Word, MS Excel & MS PowerPoint



Personal Details

Date of Birth: 20th April 1990

Languages Known: English, Hindi & Gujarati

Address: House No.-406, Goharbaug Somnath Road, Opposite- Bilimora, Gujarat-396321