

Rushikesh K. Aher, MPM

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Seeking Position As “Human Resource Manager”

Profile

Human Resource Management Professional with emphasizing program management and development. Expert at collaborating with management to determine hiring needs. Diplomatic and tactful; skilled in effective interpersonal interaction. Excellent Verbal and Written Communication.

Education

M.P.M	Pune University	First	2015
BSc (Physics)	Pune University	First	2012

Skills

- Benefits and Compensation Design
- Career Counseling
- Staff Training, Development, and Management
- Strategic and Mission Planning
- Training and Development

HR Knowledge Domain

- Recruitment & Selection Process.
- Training and Development Method
- Wages & salary Administration
- Welfare Activities & Statutory compliance
- Worker participation management.
- Trade Union & Employers Associations.

WORK EXPERIENCE

Organisation : Ashoka Bulcon Limited ,Corporate Head Office, Nashik.
Ashoka Institute Of Medical Sciences & Research

Designation : HR Admin Officer

Period : June. 2015 to Till Date.

Ashoka Buildcon Limited is A Canada Based Company Engaged In Engineering & Construction Of Residential, Industrial & Institutional Buildings. The Company Operates In Four Division: The BOT Division Procures The Raw Material & Equipment for & Construct Roads & Bridges Project.

JOB PROFILE

Time Office-(Staff ,Operator & Contractual Employees)

Attendance regularization form posting.
Leave calculation, updating the same in system.
Daily OT updating (system Vs actual)
Prepare OT tracker.
Project wise contract manpower arrangement as per requirement.
Mater updatation of new employees.
Ensureing identity cards to all Employees.

Payroll- Independently handling payroll of staff and Operators Trainee, (300 numbers). Preparing salary input (Present days, OT, LTA, medical reimbursement, various other allowances)
Ensuring all statutory and other deductions viz loan, advances etc.
Cross checking salary calculation.
Cross checking of wage sheet of contract employees.

Training & Development & Recruitment

Recruitment & Selection Process.
Induction programme of new joinee, and all joining related formality.
Selecting internal/External trainer with the help of Project Manager and HR Manager, receiving nominations from Department
Maintain all record relating to training programme.
Maintaining Training Assessment record.
Participating in trainee engagement activities through Campus Interview organized by various Training Institutions.

welfare activity:

Ensureing thimly issuance of Uniform, Safety Shoes, Helmats, etc, monthly health drink to employees, birthday celbration of employees, enrollment of employees in system for cateen facility, forwarding of claims of Employees under Madeclaim Policy and follow up for its settelment.

Publications

"Job Evaluation"

The aim and objective of this study was to Study & Discuss the Essentials, Principles & Procedure Of Job Evaluation Etc Things and to Understanding the concept of job evaluation, method & process of job evaluation.

This study suggests that Job evaluation is alive and well. Leading organizations use job evaluation as a source of competitive advantage by improving the organization's ability to manage its investment in Human resources with greater credibility, discipline, and fairness. It is found that most of the employees are aware about the concept of job evaluation has been it is a logical & to a certain extent an objective method of ranking & grading the jobs in social,political and economical legal field. It is

found that, most of the employees are satisfied with the personnel manager in promoting the job evaluation techniques & process

"Welfare Amenities"

The aim and objective of this study was to study the concept of HRM it's various function and To study the labor welfare amenities & various approaches of labor welfare in an origination and to study the various labor welfare statutory & non-statutory facilities provide in an origination. The study of showed the important part of the industry. This topic gave me an opportunity to study labor welfare statutory & non-statutory facilities provide in an origination. The understanding the factories act 1948 provision relating to welfare of workers.

"Industrial Relation & Settlement Process"

Aims: To Study the concept IR & Utility, Conflict & Grievance management process & Discuss The Essentials, Principles & Procedure of collective bargaining scheme etc Things.

Objective: To Study The Process Of Collective Bargaining And Grievance Settlement Process. To Study The Industrial Dispute Settlement And Disciplinary Action. Suggest Effective Measures For Developing Industrial Relations At SUDAL LIMITED

Result The study of Industrial Relation is the important part of the industry. This topic gave me an opportunity to study the Relation between worker and the Organization. Labor and management are the two wheels of any Organization. Industrial Relation has got wide important in the current scenario, so the topic of Industrial Relation was selected.

Conclusion: The term "industrial relations" has developed a broad as well as a narrow meaning. The original broad definition of industrial relations included the totality of relationships and interactions between employers and employees.

Training

- Material Ultrasonic Testing(Level I & II)
 - Internal Auditor Of Quality Management System As Per Iso/Ts 16949-2009
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Honors

- First Rank Winner In Dance Intercollegiate Computation
 - First Rank Winner In Flower Arrangement Inter College Computation
 - Second Rank Winner In Fashion Show Inter College Computation
 - Second Rank Winner In Add Making Competition
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Volunteer

Organized Successfully Blood Donation Camp on 7 Oct 2013 In IMRT College Nashik

Personal

Date of Birth: March,1989
Languages Know: Marathi,Hindi,English
Permanunt Address: 4608 Aher Plot, Near Hemkunj, Navnirman Chouk, Makhamalabad Naka, Panchavati Nashik 422003

