

New Joiners Hand Out

Activities	SPOC	Location	Contact Number	Email-ID
Reimbursements, Relocation/Movers & Packers, Interview Travel Reimbursement, Notice Period	Respective Recruiters			
Issuing Photo ID and Access Cards (City Offices / Hosakote / Peenya / Other Locations)	Security Team	Respective Locations		groupid.yag0334@volvo.com
Business Cards / Stationaries	Real Estate - VGRE	Violin Page		http://resd.srv.volvo.com/RESD/Home/Index
IT - Activities -	IT Help Desk		0806691-4567	https://itsmgbpeu.service-now.com/sp
Payroll / Leaves & Attendance / Medical Insurance / PF / Personal Data Updation/Misc. /	AskHr Ticket			https://volvohrprod.service-now.com/esc/?id=esc_dashboard
Training	Volvo Group University			Training.VolvoGroupUniversity@volvo.com
Travel Desk		Parin	0806691- 2254/2094/208 7/2253	Group.Traveldesktc@volvo.com
Bagmane Tech Park - Parin / Tridib / Lakeview	AC Vasudevan	Parin	9686313578	vasudevan.ac@volvo.com
Hoskote Factory	Sudhir Prabhu	Hoskote	9900958098	sudhir.prabhu@volvo.com
Peenya Factory	Raghavendra D	Peenya	9880925444	d.raghavendra@consultant.volvo.com
Internal Dispatch		Parin	0806691-2244	
		Tridib	0806606-3461	
		LakeView	0806691-4711	
		Hoskote	0806691-4163	
		Peenya	9945152421	
Security Representative/ Head	Ganesh Krishna	Parin	8861299707	ganesh.krishnamurthy@volvo.com
Admin Representative /Head	Rajesh Bhat	Parin	9972555933	rajesh.bhat@volvo.com