

# Sarthak Kapoor

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## Work Experience

### Allianz Partners (AWP assistance Ind Pvt Ltd)

Feb'24 – Current (1 year & 3 months)

**Profile:** Global Compensation

**Designation:** Sr. Rewards & Performance Consultant

#### Roles and Responsibilities

- Led the global annual benchmarking exercise to create pay ranges for APAC, EMEA, North & South America
- Leading the job evaluation exercise for 4000+ employees across APAC, EMEA, North & South America
- Leading the project to streamline the variable pay across countries for entire organization.
- Streamlined the off-cycle increase process globally
- Led the merit and incentive cycle for 4000+ employees globally
- Led gender pay gap initiative globally for 20000+ employees that involved analysis and resolution of the same

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### Thoughtworks Technologies Pvt Ltd

June'22 – Feb'24 (1 year & 7 months)

**Profile:** Global Compensation

**Designation:** Sr. Associate – Total Rewards

#### Roles and Responsibilities

- Facilitated the Annual Merit increment for UK, Europe, North & South America Regions
- Led the data submission exercise with all the market vendors
- Led the Annual market benchmarking initiative to determine the compensation ranges
- Led the Annual RSU Grant Exercise
- Leading the Workday Transition from Country level Increment to Centralised Increment Globally
- Leading the global Job Evaluation & Career Architecture change project (Below Exec grade)

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### Western Union

Nov'21 – June'22 (7 months)

**Profile:** Compensation – India, APAC

**Designation:** Sr. Analyst - Compensation

#### Roles and Responsibilities

- Led the Annual Compensation increment & incentive cycle for APAC Region with 3000+ employees
- Led the Annual market benchmarking initiative to determine the compensation ranges
- Contributed on the compensation piece of Campus progression plan
- SPOC for determining the salary in cases of international transfers
- Liaised with recruitment team to evaluate new offers
- Custodian of Workday system to ensure data accuracy for compensation

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### WNS Global Pvt Ltd.

July'19 – July'21 (2 years)

**Profile:** Global Compensation (Total Rewards) – India, APAC, NA, EMEA

**Designation:** Group Manager HR

#### Roles and Responsibilities

- Led the Annual Compensation budgeting & modelling exercise globally
- Led the Annual/Quarterly Compensation revision cycle globally
- Led the Annual Incentive cycle globally
- Provided compensation consulting to HR Business Partners/Global Country HR Managers
- Led the market benchmarking initiative to determine the internal compensation ranges
- Let the salary change requests for movement of employees across countries
- Led the Job description validation for the entire organization
- Contributed toward the initiative of moving the Compensation Increment from excel to Tool based process
- Responsible for submitting the rewards related survey conducted by various vendors
- Partnered with vendors for domain specific Comp study to provide tailor made solutions to critical talent

- Led the Minimum wage compliance piece which involved changing the salaries of all impacted employees after every minimum wage change for all the states where WNS has a presence

## Cognizant Technology Solutions

**Profile:** HR Business Partner

**Designation:** Senior Executive HR

**Roles and Responsibilities**

*July '15 – April '19(3 Years & 10 months)*

### -----Pan India Level Role (Employee strength more than 4000) -----

- **Performance Management:** Led the PMS cycle for a BU which comprises
  - Working with the BU head on deciding the level wise approach for the cycle
  - Working with all the stakeholders to fit in the associates in bell curve
  - Taking care of all grievances with the grievance committee
  - Initiating PIP's for relevant candidates
- **Compensation:** Led the compensation activities for a BU which includes
  - Working with the BU head and other stakeholders on annual salary revision
  - Working with the Comp COE on getting special budget for premium skills
  - Working on the approach to distribute the contingency allowance
- Managed the annual and quarterly promotion for a business unit
- **Rewards & Recognition:** Led the R&R portfolio for a BU which includes
  - Devising the quarterly R&R framework including the R&R budgeting
  - Launching new initiative pertaining to R&R
- **Career Progression Architecture:** Led the portfolio which includes
  - Creating a cognizant career architecture on career progression
  - Creating a Role Development plan for associates in collaboration with SME's
  - Working with Academy team on ground to execute the learning plan
  - Incorporating the same in the PMS & promotion cycle

### -----Special Projects-----

- **Soft skill training for first time managers:** The same includes
  - Identifying the issues faced by reportees of first time managers
  - Working with the L&D team to create content (presentation and videos)
- **Employee satisfaction survey**
  - Led the employee satisfaction survey to identify the areas of improvement.
  - Created new processes/brought change in existing ones to address the pain points

## Education

Year	Qualification	Institute	CGPA/ %
2015	PGDHRM(MBA)	MDI Gurgaon	6.58/10
2013	B.Tech. (CSC)	IET Bhaddal, Punjab Technical University	82.55
2009	XII, CBSE	MRA Senior Secondary Model School, Chandigarh	79.60
2007	X, CBSE	KBDAY Centenary Public School, Chandigarh	90.20

## Key Interests

<b>Reading</b>	• Interest in <b>spiritualism</b> with favourite books being <b>Die to Live &amp; Science of the Soul</b>
<b>Languages</b>	• Passionate about learning languages like <b>Urdu</b>