

Samanway Roy

2020 MBA Graduate

HR COE Specialist		Data-Oriented Problem Solver	MDI Gurgaon (Batch of 2020)
Work Experience			
Tredence Analytics, Bangalore			
Lead – Global Total Rewards People Analytics HR Special Projects			July'23-Present
Compensation Planning & Governance	<ul style="list-style-type: none">Managed the annual merit increment budgeting and planning exercise globally for ~3000 employees.Devised & implemented multivariate compensation modeling strategies for merit increment disbursal based on parameters such as Rating, Seniority Level, Compa Ratio, Criticality and Role Category.Developed a role-skill specialization framework comprising of a skill inventory of 150+ skills to categorize employees based on the client billing rates & the niche of the skills as per the market.Managed revamping of the Variable Pay policy mandating payout as a monthly guaranteed component for junior-mid levels, from modeling & simulation to driving the overall change management.Led the implementation and change management of the merit increment cycle shift by 1 business quarter from January to April resulting in a Y-O-Y reduction in annual wage costs by ~2-3%.Implemented system enhancements in SuccessFactors to automate & streamline administration for all off-cycle and mid-year cycle promotions, increments and retention bonus payouts.		
LTIPs Administration & Management	<ul style="list-style-type: none">Supervised the timely and accurate reporting of ESOP details for new joiners to the Leadership in order to ensure all ESOP grants are signed off during the board meetings held every quarter.Managed employee-related communications and grievance redressal with regards to ESOPs vesting.Spearheaded the 2024 ESOP Grants Exercise, from curating nominations from business heads and developing talent models & frameworks for prioritizing employees and defining grant options.		
Promotion Planning and Career Framework Design	<ul style="list-style-type: none">Implemented the transition of the promotion cycle from annual to quarterly, thereby increasing the budgeted headcount promotions by ~20% and net annual saving of ~1% of the annual wage cost.Developed the promotion simulation model for projecting the promotion headcount and impact for 2025 based on the AOP projections, hiring requirements and organizational pyramid guidance.Established an exhaustive role repository for ~400 unique roles in the organization comprehensively highlighting aspects such as scope, job responsibilities, KPIs, knowledge & competencies, etc.Setup a standardized competency framework along with a competency dictionary with defined proficiency levels mapped as per the defined roles to lay the foundation for all talent practices in future.Awarded SPOT award for 2 consecutive quarters for successful implementation of the career framework.		
Global Mobility and Compensation Fitments	<ul style="list-style-type: none">Coordinated with multiple teams such as HR operations, Location HRs, Admin and Immigration team in order to ensure a smooth transfer experience for all international transfer cases.Defined a standard approach to determine compensation fitment for all global mobility cases.		
Compensation Benchmarking	<ul style="list-style-type: none">Collaborated with various compensation benchmarking firms like AON and Mercer to recurrently evaluate and assess the competitiveness of our internal salary ranges in comparison to market movements.Defined salary ranges based on internal parity & target market parity as per our total rewards philosophy, to draw actionable insights and provide guidance to HRBPs with regards to retention and turnover.Collaborated with the Finance and TA team, to establish a robust governance framework comprising of hiring ranges and budgets to better monitor and track the new hire cost and wage inflation.		
PMS Revamp and Change Management	<ul style="list-style-type: none">Managed the revamp of the PMS process to transition from a quarterly rating-based quantitative approach to a more qualitative of half-yearly check-ins & continuous feedback.Defined all performance goals to align with the Balanced Scorecard framework and established standardized goal templates for different employee cohorts to manage & drive the goal setting exercise.Designed and implemented tool enhancements in the existing module to drive & support additional workflows fostering a culture of continuous feedback and a more holistic performance evaluation.Supervised the overall employee communications and change management by adopting a top-down communication approach and supporting HRBPs with the requisite collaterals and guidance.		
People Analytics & HR Budgeting	<ul style="list-style-type: none">Created a total rewards dashboard giving a comprehensive view of major KPIs such as projected annual salary cost, wage cost as a % of revenue, wage inflation, pay differentials based on gender, etc.Maintained the monthly attrition dashboard to evaluate the M-O-M attrition for leadership review.Worked closely with the CHRO to budget the HR expenses (payroll and non-payroll) and accordingly reviewing and tracking the ongoing HR spends and utilization against the approved budget for the year.		
Milkbasket (A Subsidiary of Reliance Retail Ventures Ltd.), Gurgaon			
Manager – Performance & Rewards			May'22-July'23
Incentive Scheme Design for all Geography Teams	<ul style="list-style-type: none">Devised the design & setup of a robust incentive scheme for all Field teams of Operations, Buying & Merchandising, Offline Marketing and Customer Care to boost employee productivity & morale.Managed end-to-end implementation and processing from SOP creation, employee communications to reconciliation of incentive inputs, timely disbursing of payouts and maintaining dashboards for visibility of key metrics and financial impact for review of Management & other business stakeholders.		
Job Architecture and Grade Framework Design	<ul style="list-style-type: none">Conducted job analysis for identification of unique roles (~135) followed by complete standardization of designations/position titles across all departments for internal parity & from future hiring perspective.Designed the classification of unique job roles based on job levels/grades and devised salary bands to be aligned to corresponding grades to create career journeys for roles across all departments		

Samanway Roy

2020 MBA Graduate

Manpower Planning and Organization Structure Design	<ul style="list-style-type: none">Partnered with business stakeholders to assess manpower requirement and establish staffing norms to create Annual Operating Plan for business readiness to expand from 2L to 10L average daily ordersDelineated the projected org structure with formalized departmentalization at functional level based on reporting relations, optimum levels of hierarchy, span of control & overall organizational shapeEstablished manpower budget ringfences, quarterly phased hiring plans, monthly dashboarding and reporting to track & evaluate the expansion trajectory at the departmental level for Leadership perusal.		
HR Systems and Payroll Integration	<ul style="list-style-type: none">Managed monthly payroll processing (pre-migration) from input collation, pay register processing, validating for any variances to maintaining dashboards for tracking monthly payroll KPIsSpearheaded the integration of all HR processes to Reliance Retail framework for ~400 employees from migration of Employee Master data, HR Policies & Benefits to HRMS and Payroll integration.Maintained MIS reports and dashboards relating to Attrition, Headcount Reconciliation, employee movements/transfers/role changes, Annual CTC run rate, Payroll (Provisioned vs Actual), etc.		
Performance Management & Rewards	<ul style="list-style-type: none">Managed end-to-end PMS cycle of FY22-23 for ~800 employees from Goal Setting to End year Review.Ensured calibration of Final Rating inputs as per Group Co. norms to drive a high-performance culture.Handled collation and reconciliation of promotions and exception salary correction cases for the PMS cycle of FY22-23 by partnering with Departmental Heads & Leads followed by Leadership review.Designed the Ratings, Increment & Bonus Simulation to emulate ratings distribution and financial impact.Devised the Increment budget proposal for FY22-23 for Leadership discussion and consideration.		
Policies & Benefits Administration	<ul style="list-style-type: none">Streamlined the New Hire onboarding & induction process for timely completion of joining formalities.Supervised the setup and implementation of Group Medical Insurance and Group Personal Accidental Coverage for all off-roll employees in Operations and Offline Marketing not covered under ESIC scheme.Ensured the launch of Flexi-benefits (pre- migration) such as Fuel & Maintenance Reimbursement PolicyStreamlined employee lifecycle management policies such as attendance & leave, separation, etc.		
WNS Global Services, Mumbai			
Group Manager – Compensation Programs January'21-May'22			
Appraisal Cycle Administration	<ul style="list-style-type: none">Managed administration of quarterly increment cycles for ~40K employees across 22 countries globallyEnabled automation of spreadsheet calculations for stackup creation and mapping letter templatesAwarded Team R&R for developing in-house Comp tool, iComp, to enable transition from spreadsheet-based approach for administering anniversary cycle increments/promotions/DIP recommendations		
Comp BAU Operations	<ul style="list-style-type: none">Handled BAU operations like PS Uploads, Monthly IJPs, Min Wage Revision, PS Cleanup activity.Partnered with BU HRs to help address Comp-related BU challenges/employee grievances.Enabled spreadsheet automation for min wage impact calculations and updating stackups in system		
Compensation Budgeting	<ul style="list-style-type: none">Worked on creation and proposal of FY 22-23 Global Compensation Budget of ~40M USDPartnered with Location HRs/TA team for preparation of FY22-23 Global New Hire Budget		
Corporate Bonus Disbursement	<ul style="list-style-type: none">Managed the annual/half-yearly bonus payment calculations for eligible employees (~12K) globallyWorked on Comp tool enhancements to ensure workflow management for Corporate Bonus payouts		
HR Leadership Program	<ul style="list-style-type: none">Selected as one of 12 members for the 1st batch of WNS HRLP facilitated by training partners, DeloitteStrategized interventions to reduce offer-dropouts for Analytics, Life Sciences and Tech functions		
Asian Paints Ltd, Ankleshwar			
Senior Officer Engineering - Plant Utilities June'15-July'16			
Maintenance and Operations	<ul style="list-style-type: none">Managed the basic utilities such as power, compressed air, steam, etc as per production requirement.Monitored various critical process parameters of the plant utilities ensuring statutory compliance.Managed a team of technicians ranging from wiremen to fitters to boiler and utility operators.Deployed engineering support in order to minimize machine downtime during shift operations.Scheduled preventive maintenance activities of the utility equipment for smooth operations.		
Energy Conservation and Management	<ul style="list-style-type: none">Assisted in the implementation of various power usage reduction projects as part of the Energy Cell.Devised a standard operating procedure for operation of utility equipment to optimize power usage.Managed execution of CAPEX project of inverter air conditioners installation across the plant.Devised SOPs for the utility block equipment in order to reduce power consumption of plant.		
Educational Qualifications			
Qualification	Institute	CGPA/ %	Year
MBA(HR)	Management Development Institute, Gurgaon	6.86/10	2020
B.Tech (EIE)	VIT University, Vellore	8.35/10	2015
XII, CBSE	Sardar Patel Vidyalaya, Delhi	85.2	2011
X, CBSE	Sardar Patel Vidyalaya, Delhi	87.6	2009
Academic Achievements			
<ul style="list-style-type: none">Awarded Letter of Recommendation for outperforming in internship as Recruitment Intern at iTeach SchoolsCampus Finalist, Nestle Ingenium 2019, the HR Business Case challenge conducted by Nestle across campusesSecond Runner Up, HR Live Project Championship 2019, a live project competition conducted by AccentureSecured 3rd position in an HR case competition at annual event – Gladius organized by The HR Club, IMI DelhiSecured 99.18 %ile in CAT 2017 (among ~2.5L applicants in India) with 99.9%ile in Verbal Ability section			2021 2019 2019 2018 2018