

Sumedha Pralhad Patil

Female, 27 years,

Contact – 8097740327/8454029855



Reliance Nippon Life Insurance | LTTS | IIM Indore | VJTI, Mumbai

EDUCATIONAL QUALIFICATIONS

MBA, HR	Indian Institute of Management Indore	2023
B. Tech, Electrical	Veermata Jijabai Technological Institute Mumbai	2018
Class XII, Maharashtra Board	Model College, Dombivli	2014
Class X, Maharashtra Board	Model English School	2012

PROFESSIONAL EXPERIENCE

Reliance Nippon Life Insurance		Senior Manager HR	Aug'23 – Dec'23
Roles & Responsibilities	<ul style="list-style-type: none">Produced 175+ videos for training customer care executives leading to a 150% renewal sales conversationImplemented a learning initiative “Minutes Me Seekho” to provide bite - sized knowledge clips to the employeesOrganised employee engagement activities on festivals to boost employee morale and satisfaction by 89 %Successfully Collaborated with 150 + vendors and negotiated with them increasing the cost efficiency by 68 %Performed extensive market research & competitive analysis to benchmark learning and development solutions		
Siddhivinayak Technology, Pune		Human Resources Generalist	July'18- July'20
Roles & Responsibilities	<ul style="list-style-type: none">Evaluated & analysed Joining-Separation formalities, attendance management, and personal files of employeesCollaborated with a team of 10 members to help in the analysis, management, and maintenance of HR recordsResponsibly executed the onboarding process, training programs and exit interviews of 50+ full-time employeesCompleted annual Performance appraisals using 360-degree feedback analysis process of 55 full-time employeesSpearheaded training need analysis and improved efficiency of training programs through employees' feedback		

ACADEMIC & CO-CURRICULAR ACHIEVEMENTS

Successfully completed Hogan Assessment Certification , Threefish consulting for interpretation of personality assessment	2023
Placed in the Top 1 percentile among a batch of 228 students by attaining Rank -2 in class 12 final exams at model college	2014
Achieved a prestigious scholarship of Rs 80,000 for INSPIRE awarded to top 1%ile ranker in class XII state board exams	2014
Secured distinction (>75%) in five out of six subjects including Mathematics, Statistics, and Information technology, class XII	2014
Successfully awarded grade A in four workshop courses including social service and Information technology in class XII	2014

INTERNSHIPS

Larsen & Toubro Technology Services, Mumbai	HR Intern	Apr'22- June'22
<ul style="list-style-type: none">Worked on the design and development of a Project-Buddy user guide assignment provided during the onboarding of employeesAssisted the HR Digitization & Transformation team in analysing the sentiments/suggestions through a digital suggestion boxConducted a market research project to benchmark employee engagement strategies and inclusion and diversity initiativesFacilitated Focus Group Discussions of 100+ employees to foster employee satisfaction and cater to the needs of the organization		
Clear Exam, Delhi	HR Recruitment Project Intern	Apr '21– June '21
<ul style="list-style-type: none">Managed different online sourcing platforms for recruitment as well as organized and provide training sessions to 35+ internsSpearheaded recruitment drives in 20 + B-schools & reviewed applications & interviewed potential interns with recruitment teamAssisted the design and development of training materials & modules pertaining to solutions for managerial & technical interns		

Live Projects & Research Papers

Live Projects	Bonton Technomake private limited, Indore		Aug 22' – Sep 22'
	<ul style="list-style-type: none">Collaborated with HR team & Organisation Design Consultant for the succession planning of departmentsDesigned & framed the complete HR employee policy through extensive primary and secondary research		
	Yelow Payments private limited, Delhi		May'22- July'22
	<ul style="list-style-type: none">Worked on user acquisition to onboard clients & negotiated with investors to raise funds up to 15 lakhsCollaborated with product development team in market research focusing on the user-journey of the product		

POSITIONS OF RESPONSIBILITY

IIM INDORE	Junior Member, Participation Team, Iris '20		Sep'20- Nov 20'
	<ul style="list-style-type: none">Responsible for building & promoting events participation through pan India network of representativesConceptualizing & organizing online events for participants to garner a target revenue of INR 6 lakhs +		
VJTI	Marketing Head and coordinator, Pratibimb '2017		May '17- Dec'17
	<ul style="list-style-type: none">Implemented a go-to market strategy with a team of 4 students and generate profit worth Rs. 2.5 LakhsPromoted pro-shows, workshops, social events for 1500+ students through social media (Facebook, Instagram)		
	Department Head of Electrical Department, Pratibimb'16		May '15- Mar'16
	<ul style="list-style-type: none">Collaborated with 9 department heads to maintain event facilitation and effective communication channelsDirected and assisted a total of 27 cultural events and shows for all engineering students across Mumbai		

EXTRA-CURRICULAR ACTIVITIES

Responsibilities & achievements	End-to-End coordination with multiple parties for smooth orchestration of various HR associated programs
Certifications	Planning and organising speaker sessions through collaboration with other verticals of IIMINENCE 3.0, IIM Indore
Interests	Microsoft Excel Essential training certification, Artificial intelligence, Google Analytics, Google Ads (Ad words)
	Reading, Writing, Travelling, Fashion Styling, Running, Meditating, Playing Badminton and Chess, Singing, Acting

Indian Institute of Management Indore

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