

HINA AGGARWAL

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SUMMARY

A skilled professional with a proven track record of building strong relationships with key stakeholders. Experienced in meeting diverse needs and fostering a positive work culture to drive organizational growth. Dedicated to creating strong partnerships between employees and management for a thriving, inclusive environment.

WORK EXPERIENCE

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| Safeway Logistics- Human Resource Manager | Sep 2023 - Present |
| <ul style="list-style-type: none">• Led recruitment efforts, ensuring timely hiring of top talent.• Developed and implemented HR policies aligned with company goals and legal standards.• Managed employee data, leave, and attendance for accurate tracking.• Oversaw all HR functions, including employee relations, performance management, and legal compliance. | |
| Cangra Talents- Senoir Operations Associate | Nov 2022 - Aug 2023 |
| <ul style="list-style-type: none">• Spearheaded relationships with key customers and interview panelists as the primary contact for multiple firms.• Collaborated with cross-functional teams to identify needs and implement strategies for improvements.• Led the onboarding process by recruiting panelists aligned with job descriptions and company goals. | |
| HDFC Bank- Relationship Manager | July 2015 - Jan 2016 |
| <ul style="list-style-type: none">• Profiled customer financial needs and recommended suitable products.• Fostered strong client relationships to enhance satisfaction and long-term loyalty. | |
| Technocom Marketing- Human Resource Executive | July 2012 - June 2013 |
| <ul style="list-style-type: none">• Managed recruitment, onboarding, and employee relations.• Maintained HR records, administered benefits, and coordinated performance management and training to support staff development. | |
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EDUCATION

P.H.D. in Management	2022- Present
M.Sc. in Mathematics	2022 - 2022
Bachelor of education	2015 - 2017
Masters in Business Administration	2013- 2015
Bachelor of Engineering	2008- 2012

ADDITIONAL INFORMATION

- Active member of the Army Wives Welfare Association, organizing welfare events to support army wives.
- Led teams in event planning, fostering teamwork and organizational skills
- Exceptional communication: Skilled in clear articulation, active listening, and effective expression across mediums.
- Organizational skills: Strong in planning, organization, and time management.
- Problem-solving: Adept at finding innovative solutions to complex challenges.