



RAHUL KUMAR RAM

HUMAN RESOURCES (HR) MANAGER

CONTACT

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West Bengal, Darjeeling

EDUCATION

2019-2022

SILIGURI INSTITUTE OF TECHNOLOGY, SUKNA

- BACHELOR OF COMPUTER APPLICATION

2022-2024

ROYAL GLOBAL UNIVERSITY GUWAHATI (ASSAM)

- MASTERS OF COMPUTER APPLICATION

SKILLS

- Human Resources Management
- HRIS (DEEL, TRINET)
- Project Management
- Applicant Tracking System (ATS)
- Training & Development
- HR Policy & Corporate Relations
- Leadership & Time Management
- Effective Communication
- Administration Management
- MS Word, Excel, PowerPoint
- Content Writing (Technical)

LANGUAGES

- English (Fluent)
- Hindi (Fluent)
- Bengali (Fluent)
- Nepali (Basics)

PROFILE

I have a very strong experience driving talent acquisition, employee relations, and performance management initiatives for higher growth. Experience in recruiting top talent across diverse industries. Adept at sourcing, screening, and interviewing candidates to identify and hire the best fit for open positions. Experience In fostering positive work environments and resolving employee concerns. Creative and data-driven content writer specialization in Technical Content Writing attracting audiences and viewers with higher SEO rankings.

WORK EXPERIENCE

BOAT INDIA

Associate Content Writer (August 2023 - January 2024)

- Created Blogs, Descriptions and Short Tag Lines which was completely SEO friendly.
- Lead, mentor, and manage a high-performing Content Writing team, fostering a collaborative and results-driven work environment.
- Monitor brand related blogs across all marketing channels.

HINDUSTAN UNILEVER LIMITED (HUL)

Human Resources (HR) Manager (November 2022 - July 2023)

- Create and manage the hiring process smoothly, ensuring the efficiency and progress of the candidates. Lead, mentor and managed the junior
- Human Resources (HR) Interns to develop their skills and knowledge. Assisted the Senior HR Manager with Project Management, Interview
- Scheduling & Screening

AMAZON INDIA

Affiliate Marketer/Social Media Marketer (April 2022 - October 2022)

- Develop and execute comprehensive marketing strategies and campaigns that align with the company's goals and objectives.
- Lead and managed a affiliate/social media marketing teams .

SILICON TECHNOLOGY PRIVATE LTD.

Virtual Data Assistant (August 2021 - February 2022)

- Assist and manage the company's new joiners data and keep record of their documents and progress.
- Updating candidates data in the company's database daily.

INTERNSHIPS

HUMAN RESOURCES (HR) INTERN

- UNILEVER INDIA

WEB DEVELOPMENT INTERN

- INTERNSHALA

ISP CAMPUS AMBASSADOR

- INTERNSHALA