

PROFESSIONAL GOAL

Enable social ownership amongst corporates to build a network of next-gen change-makers in the space of both inclusion and corporate social responsibility.

WORK EXPERIENCE

Corporate Sector

Diversity and Inclusion Lead Allegis Group India (August 2018 – Present) Allegis Group, Inc. is an international talent management firm providing staffing and workforce management services to clients in the IT industry, sales and marketing, law firms, financial services, and human resource management. https://www.allegisgroup.com/	<ul style="list-style-type: none"> • Frame and run the Diversity and Inclusion program for the India Group – Career Foundation Program (entry-level); Emerging Women Leader Program (mid-management); Customized program on inclusion for Senior levels and above. • Manage the Corporate Social Responsibility budget mandated by the Indian Government and run projects with nonprofits falling under our main pillars of Employment, Education, and Community. • Run the flagship project of hiring persons with disability to amplify the value of inclusion not just within organization but also at our client location since we are in the recruiting space. • Implementation of policies like Maternity Benefit, Rights of Persons with Disability Act as per the laws laid out by the Government.
Corporate Citizenship Program Manager Global Corporate Citizenship CEB (Oct 2015 – July 2017) CEB is a leading research-based management best-practices advisory firm http://www.cebglobal.com/	<ul style="list-style-type: none"> • Work with Board of Directors to shape vision of community services in India along with setting up and managing partnerships with global & local nonprofits. • Lead community-based service efforts (both daytime and pro bono) for India offices (Gurgaon, Chennai, Bangalore, and Mumbai). • Instrumental in framing the CSR policy for the company in line with the business vision and mission. • Manage a strong internal network of volunteers for both daytime and pro-bono volunteering • Run the Community Investment Grants process for India followed by regular tracking and monitoring of the projects. • Publish quarterly community services newsletter and manage all internal communications and external branding
Analyst at CEB, Shared Services Leadership Council (May'14 – Oct'15) CEB is a leading research-based management best-practices advisory firm	<ul style="list-style-type: none"> • Manage and analyze quantitative benchmark for the shared services industry. • Advise heads of shared service companies on avenues for cost savings and headcount benchmark • Automated tools in Excel and PowerPoint (without

http://www.cebglobal.com/	VBA) <ul style="list-style-type: none"> • Data analysis, visualization, and reporting
<p>Senior Associate at CEB, Legal DAT Team (Mar'11 – Apr'14)</p> <p>CEB is a leading research-based management best-practices advisory firm</p> <p>http://www.cebglobal.com/</p>	<ul style="list-style-type: none"> • End-to end ownership and management of research projects • Hypothesis testing observed trends and identify best practices • Survey designing on key research topics and conducting analysis • Handle Discussion Boards - social media platform for networking executives. Create new topic forums, write content, and moderate the forum user experience
<p>Associate at CEB, Gurgaon (Aug'09- Mar'11)</p> <p>CEB is a leading research-based management best-practices advisory firm.</p> <p>http://www.cebglobal.com/</p>	<ul style="list-style-type: none"> • Build web-based member-help toolkits, topic based resources, and benchmark analyses charts • Proactively address member concerns and provide insights on current issues in the terrain

<p>Junior Research Analyst, Investment Banking Divisions, UBS India Services Pvt. Ltd. (June '08- July '09)</p> <p>UBS is a global firm providing financial services in over 50 countries</p> <p>http://www.ubs.com/in/en.html</p>	<ul style="list-style-type: none"> • Worked on company valuations, financial ratios for industries, company comparable, sector benchmarking, company & industry profiles, pitch-book update and M&A precedents using data sources such as Bloomberg, Capital IQ, Thomson Research, and FactSet
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Social Development Sector

<p>Core Team Member, CEB CSR Committee Voluntarily held post (Aug'09 – Sept'15)</p> <p>CEB in the Community is the CSR wing of CEB and works on a wide gamut of service activities.</p> <p>https://www.cebglobal.com/about/corporate-citizenship.html</p>	<ul style="list-style-type: none"> • Developing and implementing the plan of action for CSR volunteer team • Working with NGOs in a wide range of initiatives like education, specially-abled empowerment, skill-training, sanitation and hygiene, women empowerment. • Project Manager, CEB-Ashoka Pro-bono Consulting Project: Design and analysis of "Ashoka Health & Nutrition Survey" • Awarded the CEB Service Award for Outstanding Performance consecutively in 2009 & 2010
<p>Other Volunteering Experience</p>	<ul style="list-style-type: none"> • Conducted week long teaching engagement with Chanderiyaan (Chanderi, Madhya Pradesh). Chanderiyaan is a community based organization of chanderi weavers formed to provide sustainable livelihood to the weaver community. Worked on the W2E2 (Wireless Women for Entrepreneurship and Empowerment (W2E2) program) and HWGO (Helping women get online) programs. • Social media consulting for 'The Batti Project'. Batti is an initiative to provide basic lighting to North East India's most remote inhabitants. Created a broad communication plan for the year based on the various events and activities including fund raising events. Helped improve social media presence on Facebook and Twitter through regular social media posts about the Batti work and impact.

ACADEMICS

<p>Bachelor in Commerce (Honors) Jul 2005 – May 2008</p>	<p>Shri Ram College of Commerce, University of Delhi 70.9%</p>
<p>Executive Program in Business Management (EPBM) April 2014 – June 2015</p>	<p>Indian Institute of Management – Calcutta (IIM-C)</p>

Devika Nair

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CERTIFICATION

Creating Value Through CSR Projects
Aug 2016 – Sep 2016

Indian School of Business (ISB), Mohali

PERSONAL DETAILS

Hobbies and Interests
Reading | Music | Travelling

Date of Birth: 21st May, 1987