

RESUME

SAIKRISHNA ERABATI

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CareerObjective:

I adopt the attitude that everything is negotiable, a world of opportunity will greet you! Is something against the rules? Then work to change them. Powerful negotiators are rule- breakers.

WorkExperience:

Human Resources Manager (Startup Company)

(Started 17-05-2021 – 16-06-2021)

Market Forever India Private Ltd – Hyderabad, India

- Develop and implement HR strategies and initiatives aligned with the overall business strategy.
- Manage the recruitment and selection process
- Manage New ERP Next HR System
- Support current and future business needs through the development, engagement, motivation and preservation of human capital
- Develop and monitor overall HR strategies, systems, tactics and procedures across the organization
- Handling employee on-boarding process and acclimating them with company culture.
- Maintaining all employee records and ensuring regular updates and reviews.
- Nurture a positive working environment
- Oversee and manage a performance appraisal system that drives high performance
- Maintain pay plan and benefits program
- Assess training needs to apply and monitor training programs
- Create company documentation
- Share important HR updates + Team wins on LinkedIn and Facebook
- Encourage a positive remote working environment
- Help with Client management as and when needed
- Monitor the support tickets and workload of the team members
- Advocate our business through social channels
- Keep an eye on our channel partners offers.
- Refine internal process with the management team
- Modify and keep the CRM up to date
- Send weekly internal newsletters to staff through Mailchimp
- Liaise with Accounts staff on days off/holiday taken
- Join weekly meetings to update on policy and work
- Report to management and provide decision support through HR metrics
- Ensure legal compliance throughout human resource management

HR & Career Coach (Startup Company)

(Started 04-08-2018) –(End 03-05-2021)

Media Training Worldwide Company, Florida, USA

- Manage the recruitment and selection process
- Through the development, engagement motivation, and preservation of human Capital

- Address queries and issues of students
- Training employees on soft skills and public speaking and different training programs needs depending on the requirement of the company
- Documentation handling and MS Office
- Create offer letters and Create templates
- Strong organisational and time management skills with ability to multitask and concurrently manage multiple projects
- Ability to solve problems in a structured approach and have strong negotiation skills
- Training and development L&D Assess training needs to apply and monitor training programs
- Advise our community and provide counsel to our more than 1,000,000 students worldwide on all aspects of communication and personal development related to all training and coaching.

Freelancer Experience

(Started 01 -09-2016) -Present

- Working as Certified Master Freelance Soft Skills Trainer for 5+Years.
Duties – Training people on Skill Development, Soft Skills Training, Interview Skills, Time Management, Mobilization, Life Coaching, HR Training, Employability Skills, Team Building, Complete Skill Placement Training and Corporate Training.
- Working as Digital Udemy Instructor, Creating E learning Online Courses on Udemy.

Educational Details:

- Completed **MBA in HR & Marketing** Part Time From Swami Vivekanand Subharti University, Meerut, Uttar Pradesh, India.
- Completed Bachelors degree in Political Science at Periyar University Distance Education, Salem, Tamil Nadu.
- Completed Diploma in Mental Health and Wellness at The Academy of Modern Applied Psychology (Acholgy Certified) AMP, Scotland
- Completed Diploma in Modern Applied Psychology at The academy of Modern Applied Psychology (Acholgy Certified) AMP, Scotland.
- Completed Depression Counselling Diploma Advance Level from Certificate of Academic Studies (UK).
- Completed Professional Sports Psychology Diploma at Kew Training
- Academy Accredited by CCTA – Complementary Therapists Accreditation Association.
- Completed Professional Trainer Diploma at Kew Training
- Academy Accredited by CCTA – Complementary Therapists Accreditation Association
- Completed Professional Neuro linguistic program (NLP) Diploma at Kew Training Academy Accredited by CCTA – Complementary Therapists Accreditation Association.
- Completed Diploma in Life Coaching (Expert Level) at The academy of Modern Applied Psychology (Acholgy Certified) AMP, Scotland.
- Completed Professional Master Hypnotherapist Diploma at Kew Training Academy Accredited by CCTA – Complementary Therapists Accreditation Association

- Completed Professional Relationship Counselling Diploma at Kew Training Academy Accredited by CCTA – Complementary Therapists Accreditation Association.
- Completed Professional Meditation Diploma at Kew Training Academy Accredited by CCTA – Complementary Therapists Accreditation Association.
- Completed Professional Psychotherapy Diploma at Kew Training Academy Accredited by CCTA – Complementary Therapists Accreditation Association.
- Completed Diploma in Hypnotherapy at The academy of Modern Applied Psychology (Achology Certified) MAP, Scotland.
- Completed Post Graduate Diploma in Hospitality Management at Issta International College of Hotel Management, Hanamkonda, Warangal.
- Completed Intermediate from National Institute of Open Schooling, an autonomous institution under MHRD, Govt. of India.
- Completed SSC from Z.P.H. S. Odela, Dt: Peddapalli.

Technical Proficiency:

- MS –Office
- Certified Digital Marketing
- Certified HR from Amity Future Academy

Volunteer Experience:

Working as an Ustav Committee Member at Sri Venkateshwara Swamy Temple From past 9 years at Bank colony, Warangal Urban.

Certifications:

- Certified John Maxwell International, Coach, Trainer and Speaker (USA).
- Completed Certification course in **HR Management & Analytics** from Amity Future Academy.
- Certified **Career Coach** from Transformation Academy at (Florida, USA).
- Certified **Master Mindset Coach** from Transformation Academy at (Florida, USA).
- Certified **Mindfulness Coach** from Transformation Academy at (Florida, USA).
- Certified **CBT Coach** from Transformation Academy at (Florida, USA).
- Completed Certification course in **Content Marketing** from Amity Future Academy.
- Certified **Forensic Psychologist** from Certificate of Academic Studies, IAOTH.
- Certified **Master Coach** from Transformation Academy at (Florida, USA).
- Certified **NLP Practitioner and NLP Life Coach** from Auspicius (UK) Transformation Academy at (Florida, USA).
- Certified **Entrepreneurship Coach and Business Coach** at Transformation Academy at (Florida, USA).
- Certified **Emotional Intelligence Coach** Transformation Academy at (Florida, USA).

- Certified **Confidence Coach** Transformation Academy at (Florida, USA).
- Certified **REBT Life Coach** Transformation Academy at (Florida, USA).
- Certified Professional Workshop Facilitator at Transformation Academy at (Florida, US).
- Certified **Employee Performance Coach** at Transformation Academy at (Florida, USA).
- Certified **Life Coach** at Transformation Academy at (Florida, USA).
- Certified **NLP Trainer and NLP Life Coach** with Knew Training Academy.
- Certified **Life Coach (BEGINNER TO ADVANCED)** at (Achology Certified, The Academy of Modern Applied Psychology) (AMP, Scotland Academy)
- Certified **Life Coach (EXPERT LEVEL)** at (Achology Certified, The Academy of Modern Applied Psychology) (AMP, Scotland Academy)
- Certified **Counselling Practitioner (BEGINNER TO ADVANCED)** at (Achology Certified, The Academy of Modern Applied Psychology) (MAP, Scotland Academy).
- Certified **NLP Practitioner & Master Practitioner** from The Priority Academy (UK).
- Certified **Life Purpose Coach** at Transformation Academy at (Florida, USA).
- Certified **Therapeutic Art Life Coach** at Transformation Academy at (Florida, USA).
- Certified **Transformation Coach** at Transformation Academy at (Florida, USA).
- Certified **Depression Counsellor** at Certificate of Academic Studies (UK).
- Certified Relationship Workshop Facilitator by Transformation Academy. (USA).
- Certified **Yoga Trainer Coach** at Transformation Academy at (Florida, USA).
- Certified **Happiness Life Coach** at Transformation Academy at (Florida, USA).
- Certified Network Marketer from IDSEI, California, USA.
- Certified **Goal Success Life Coach** at Transformation Academy at (Florida, USA).
- Certified **Sports Psychologist** at Kew Training Academy.
- Certified **Master Hypnotherapist** at Kew Training Academy.
- **Certified Meditationist** at Kew Training Academy.
- Certified **Relationship Counsellor** with Kew Training Academy.
- Certified **Hypnotherapist** from Sussex Hypnotherapy Centre (UK).
- Certified **Psychotherapist** with Knew Training Academy.
- Certified **Hypnosis Practitioner** from Transformation Academy at (Florida, USA).
- Certified (CBT) Cognitive Behavioral Therapy Practitioner at (Achology Certified, The Academy of Modern Applied Psychology) (MAP, Scotland Academy).
- Certified Diet and Nutrition Coach
- Certified Solution based Hypnotherapist from The Priority Academy, UK.

- Certified **Psychotherapist** at Certificate of Academic Studies(UK).
- Certified Strategic Life Coach from The PriorityAcademy,UK.
- Certified **Hypnotherapist** at (AchologyCertified,The Academy of Modern Applied Psychology.(MAP,ScotlandAcademy).
- Certified **Relationship Counsellor** with Kew TrainingAcademy.
- Certified Digital Marketing at DigitalDeepak.
- Certified **Trainer** with ImpactFoundation.

Achievements:

- Achieved Best Mimicry Artist Award by theCollege.
- Achieved Best Mimicry King Artist Award Fun Office Awards.
- Achieved Best Speaker Awarded by MP Warangal and District collector at Warangal Artproject.
- Selected for CIMS Business School and Won the Scholarship of rs.35000.
- Selected in Top Merit list of the Entrance Test and Won the Scholarship of rs.25000 At GIBS

Strengths:

- Resilience
- Good Communicationskills

Personal Profile:

Father'sName	:	E. GiridharRao
Dateof Birth	:	12-08-1997
LanguagesKnown	:	English,Hindi and Telugu.
Nationality	:	Indian

REFERENCES:

Mr.TJ WALKER (World Top Best Trainer with 37+ Years of Experience on Training)
CEO – MEDIA TRAINING WORLDWIDE COMPANY
(NEW YORK,USA)
Email – TJ@TJWALKER.COM

Declaration:

I hereby declare that the above furnished information is true to the best of my knowledge.

(SAIKRISHNA ERABATI)