



Decisive, strategic and performance-driven professional targeting senior level assignments in **Human Resource Management** with an organization of high repute

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## Profile Summary

- A **competent professional** with **nearly 21 years** of experience in **Human Resource Management** with key focus on talent acquisition, employee relations, talent retention, optimal utilization of resources and organization development with BFSI (Insurance & NBFC), ITes/IT and Outsourcing industry.
- Merit of functioning as Business HR Partner for the biggest sales force in the group comprising of mix products and more than 9000 workforces.
- In-depth knowledge of **HRIS (Human Resource Information System)** with skills in providing vision in the areas of HRIS to facilitate and enable growth & business agility
- Approachable leader with skills in **bridging the gap between managers and employees** by resolving matters pertaining to performance plans, development plans, employee conduct, employee management issues, salaries and benefits
- Acting as a **strategic business partner** to the management; providing guidance on how to best drive employee engagement and productivity while limiting legal risk exposure through strong knowledge of Labour Laws/ HR Acts
- Excellence in designing and applying a comprehensive **performance management, competency and compensation framework** to support the business and achieve ambitious growth plans
- **Strategy architect** credited with implementation of innovative HR initiatives to streamline processes and capitalize on organizational growth opportunities
- **Competent in data HR Analytics**
- Piloted the implementation of various **CSR activities like** close coordination with local school, Social workers. Conducted M-Care – Medical camps for health checkups, M-Scholar for meritorious students, Mid day meal, Highway Heros – Training truckers, M Education – Provide infrastructural support by providing computers, constructed toilets, setup physical /chemistry labs, provided water filters and coolers. Partnering NGO to construct old age home, orphanage, super-specialty hospital
- Structured and **implemented programs and policies** in the areas of training, compensation structures, benefits packages, incentives and new-employee orientation
- Skilled in **empowering employees to voice their opinions/ grievances on a common platform** as well as arriving at mutually beneficial productive agreements
- Rich experience in **HR Policies & Initiatives**; implemented policies & initiatives with focus on employee engagement, empowerment & enlightenment
- Experience in **ensuring smooth running as well as enhancement of centralized HR process operations** along with introduction of right practices in alignment with business operations; track record of having **established HR processes** from germination level
- **Exceptionally well organized** with a track record that demonstrates self-motivation, creativity & initiative to achieve both personal and corporate goals; possess excellent **team building, communication, relationship management and analytical skills**
- Piloted in Business Transition / Transformation Projects / Re Organizations / Redeployment / rationalization.

## Core Competencies

Human Resource Management

Recruitment Strategy Planning

Talent Acquisition & Mapping

Training/ Learning & Development

Manpower Planning & Budgeting

Employee Lifecycle Management

Continuous Process Improvement /  
Performance Management

Statutory Compliances /  
Compensation Management

Policy Formulation & Implementation

## Work Experience:

**Poonawalla Fincorp Limited (previously Magma Fincorp)**

**Human Resource Business Partner @ General Manager for North Zone**



- Oct'10 - Mar'12 - SBU Generalist, Delhi – UP/Delhi/NCR.
- Apr'12 - Mar'15 - Regional HR – Talent Acquisition - North
- Apr'15 - Nov'15 - Zonal Business Partner – Insurance - North
- Dec'15 - Till date - HR Business Partner – North Zone for PFL and PHFL.

### **Key Result Areas:**

- Formulating the **Annual Manpower Budget, Organizational Report, Succession Plan, Talent Map and HR Framework and Initiatives** with a focus on organizational structure, quality, culture, values and performance
- Supporting long-term business goals with a **Strategic HR Framework** around the key elements of **attract, retain, build, engage, excite and transform**
- Collaborating with senior management for successful **manpower planning**, resourcing and deploying expansion
- Analysing **HR & administration processes**, streamlining systems, focusing on improving processes to promote reliability, increase simplicity and enable scalable growth
- Advising the top management team on **critical issues such as culture, productivity, talent and employee management trends** through HR metrics and reporting
- Leading entire HR Operations inclusive of **organizational development**, policy formation, **statutory compliance**, planning & execution of **HR audits** and vendor management
- Spearheading **Talent Management & Acquisition**, based on business plan basis the defined talent acquisition and talent development strategy
- **Defined KPIs/ goals, monitoring performance, identifying skill gaps and facilitating learning & capability building programs** on people issues impacting performance

### **Highlights:**

- Won Bankok Trip - Recognized as Best Regional HR - 2011.
- Awarded as Best Regional HR in HR Meet (2012), Best HR North in R & R (2013) and HR Meet (2013), Best HR North in R & R (2014) and HR Meet (2014).
- Certificate of Appreciation for contribution in H1 (2017-18) in National leadership meet.

**Intarvo Technologies Ltd. (previously RT Outsourcing Ltd) - (Oct'07 – Sep'10)**

**HR Delivery Manager for PAN India**



### **Key Result Areas:**

- Worked as HR Service Delivery Partner for all LOB.
- Primarily responsible for Talent acquisition, manpower planning, talent management and service delivery.
- Facilitated employee engagement & effectiveness by conducting Branch visits, reach out sessions, career progression, attrition
- Implementation of HR SOP. Grievance Management.
- Client account management

### **Highlights:**

- Pivotal in HR partnering with 2100 employees across the country
- Merit of being a Part of Corporate HR and Regional HR team
- Successfully executed HR Services for the organization and been appreciated by Management.
- Implementation of Location HealthCard and HR Direct Access to reach remote location employees.
- Exceptional performance leading to consecutive promotions in row.

## **Previous Experience**

**Aug'03 – Sep'07**      **RL Films Ltd., Noida as Admin/HR @ Senior Executive.**

**May'98 – Jul'01**      **Methodex Computer Pvt. Ltd., New Delhi as Programmar**

## **Education & Credentials**

- **MBA in Human resource and IT** from Amity Business School, Noida in 2006.
- **M.Sc. in Computer Science** from MDU, Rohtak in 2003.
- **B.Sc.** from Allahabad University in 1995

## **IT Skills**

- MS Office (Word, Excel, PowerPoint)
- PeopleSoft

## **Personal Details**

**Languages Known:** Hindi and English

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