

# Ramkumar Sanodiya

## **Glittekk Granites Limited**

Bengaluru, Karnataka 562114

[anikat83@gmail.com](mailto:anikat83@gmail.com)

+91 81974 50787

To work in a competitive environment where I can apply my knowledge, skills and experience and to contribute greatly to the success of the organization.

✓ HR Functions Handled

### Recruitment/Selection/Compensation

- > Coordinating manpower planning, recruitment, selection, induction, exit interviews & ensuring cultural fitment.
- > Developing/implementing new recruitment / selection policies as per staffing projections.
- > Handling salary negotiations, payroll system and compensation administration.
- > Managing various activities related to compensation management, payroll processing and attendance.

## Personal Details

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**Date of Birth:** 1983-07-11

**Eligible to work in:** India

**Highest Career Level:** 5+ years experience

**Industry:** Human Resources

**Total years of experience:** 15

## Work Experience

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### **Housekeeping Executive**

Glittekk granite ltd - Hoskote, Karnataka

November 2022 to Present

### **Background verification filled executive**

cfirst Background Checks India Pvt Ltd orissa - Nagpur, Maharashtra

September 2021 to May 2023

Employee background verification. Ex address verification, education documents verification , family background verification, itc

### **Housekeeping Executive**

Tulshidhara resoerts - Seoni, Madhya Pradesh

April 2021 to October 2022

### **Operation Executive**

The pench international resort - Seoni, Madhya Pradesh

July 2020 to March 2021

New property room setup, restorent setup, new room, new garden, new staff requirements . Bed making, all room aminity set-up itc

### **Operation Executive**

Olive Resorts - Nagpur, Maharashtra

December 2019 to June 2020

Property maintenance well guest relations . Sales , billing, staffing, invent its

### **Sr. Operation Executive**

Glittek Granites Limited - Bengaluru, Karnataka

April 2017 to December 2018

### **HR Operation Executive**

Glittek granite ltd - Hoskote, Karnataka

March 2010 to December 2016

## Education

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### **M.B.A in Human Resource & Export**

National Institute of Business Management - Chennai, Tamil Nadu

2010

### **B.B.A in Finance**

Extol Institute of Business Management - Bhopal, Madhya Pradesh

2005

Govt. Higher Secondary School - Seoni, Madhya Pradesh

2001

### **License in Inventory Management**

Enterprise InfoTech - Satna, Madhya Pradesh

### **P.G. DIPLOMA in LAW**

AMBEDKAR LAW UNIVERSITY - Chennai, Tamil Nadu

## Skills / IT Skills

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- Attendance, salary, esi , pf,
- Management
- Microsoft Excel
- Communication skills

## Languages

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- English - Native
- Hindi - Fluent

- Kannada - Expert