**Srikantamurthy M.R.**

No. 184/Y 3rd Main, Road,

7th Block, 4th Phase, Banashankari III Stage,

Bangalore – 560 085.

Ph : 080-26690544, Mob : 9535247652

Respected Sir / Madam

Sub: Application for the post of **Sr. Human Resource Manager /HR Head** position in your Esteemed Concern

I am a Double Graduate Candidate, having completed my MBA, taking **Human Resource** and **Information Technology** as my electives from NIBM. Also I am Perusing DMS (Doctorate in Management Systems) from Indian School of Management Studies. I have enclosed my curriculum Vitae which gives my educational and personal profile. I am capable of serving the concern to the best of my ability. Currently I am working as**, Sr. Human Resource Manager**–handling Employee relation management, Training & Administration at **CICB Chemicon India Pvt. Ltd.** It is requested that an opportunity may be given to me wherein I can personally fortify my credentials.

I promise to service your esteemed organization to the best of my efforts and ability.

Thanking you.

Yours truly,

Srikantamurthy M.R.

[srikanta67@gmail.com](mailto:Srikantamurthy67@rediffmail.com)

**Curriculum Vitae**

**PERSONAL DETAILS**

First Name : Srikanta

Last Name : Murthy M.R.

Gender : Male

Nationality : Indian

Father Name : Major. A.S Rama Murthy

Postal Address : No. 184/Y 3rd Main, Road,

7th Block, 4th Phase, Banashankari III Stage, Bangalore – 560 085

Contact Phone : Mob: + 91 9535247652

Res: 080 26690544

Email Address : [srikanta67@gmail.com](mailto:srikanta67@gmail.com)

**CAREER OBJECTIVES**

* Seeking a challenging career in Human Resource with a progressive organization which will utilize my skills, abilities and education in management whilst contributing to the development of the organisation.
* Keep Learning and Teach others.
* Self-motivated.

**CAREER SUMMARY**

* Understanding the Company Requirement and working with the Senior Level Management for fulfilling the Manpower requirement within a short span of time.
* Working with the senior level Management to develop various Recruitment strategies periodically.
* Evaluating Manpower consultants, Coordination with Technical panel and understanding their requirements, defining job positions.
* Resourcing, screening and short listing resumes through various job portals and internal reference, head hunting for a little extent.
* To create and ensure implementation of recruitment strategy, to launch new strategies which easies the recruitment process which is cost effective for the organization
* Short listing the resumes based on desired skills and experience by conducting a telephonic, Skype interviews, by helping the organization reduce their hiring process.
* Conducting HOD and HSE meetings, which makes the organization share different views internally and grievances of each department
* Conducting KRA (Key Result Areas) with HOD and with each employee for understanding their Skills
* Implementing cost effective man power planning, ensuring manpower mapping appropriately for various functions across the organization.
* Advertising vacancies, screening and short listing resumes.
* Conducting telephone and Personal interviews in coordination with departmental heads.
* Preparing offer letter, employment contract and job descriptions, completing joining Formalities and documentation.
* Providing induction training for newly joined employees, making them understand about the company work culture.
* MIS reports on a monthly basis.

**ACADEMIC PROFILE NON-TECHNICAL**

* **MBA National Institute of Business Management (Specialization - HRMS & Information Technology )**
* **B.Sc** (Physics Chemistry, Mathematics) Bangalore University
* **Pursuing DMS (Doctorate in Management Systems) (HRMS & Information Technology) Indian School of Management Studies.**

**TECHNICAL QUALIFICATION**

* **Post Graduate in Software Applications** – Sri Systems Private Limited Rajarajeswari Nagar Bangalore Affiliated to Govt. Of Karnataka
* **Post Graduate Diploma in Computer Applications** – Professional Institute of computers Jayanagar 9th Block Bangalore
* **Advance Diploma in Multimedia** in Microcell Multimedia Jayanagar Branch Next to Medinova.
* **Diploma in Software Testing**
* **Advanced Diploma in Java, Advance** **Java** from Pro Soft Solutions
* **MCP Microsoft Certified Professional in C# Dot net scoring 924 out of 1000**
* **MCP Microsoft Certified Professional in XML Web services scoring 954 out of 1000**
* **MCP Microsoft Certified Professional in SQL Server 2005 scoring 876 out of 1000**

**PROFESSIONAL EXPERIENCE**

**CICB-Chemicon Pvt. Ltd. From Septmber 04th 2014 till date**

**Job Description: Sr. Human Resource Manager**

CICB is ISO 9001:2008 certified by BVQI. The fabrication facility at Mangalore has been awarded ASME "U" Stamp Certificate. The group offers solutions from individual products and packages to turnkey solutions.

* Plan, develop and implement strategy for HR management and development (including recruitment and selection policy/practices, discipline, grievance, counselling, pay and conditions, contracts, training and development, succession planning, motivation, performance appraisal and quality management issues)
* Audit and authenticate all documents related to salary statements and distribution, policies etc
* Main quality objective for HR related issues
* Plan and direct for Training of employee including senior managers, maintain contact with outside resources for training.
* Ensure activities meet with and integrate with organisational requirement for quality management, health and safety, legal requirement, environmental policies.
* Contribute to the evaluation and development of HR strategy and performance in co-operation with the executive team.
* Manage and develop direct reporting staff.
* Performance appraisal and updating documents such as KRA(Key Result Areas) & KPI(Key Performance Indicators)
* Identify key skills, specialty skills and propose training needs accordingly, monitor training assignments and reporting
* Managing orientation program for employee to the business and culture
* Interface with various HOD and external vendors and suppliers for the implementation of corporate training or training programs to meet the business needs where appropriate.

**June 2006 Till September 1st 2014.**

**AntiZ Technologies Pvt. Ltd. – Game Development on Virtual Platform**

**Job Description: Sr. Human Resource Manager & Sr. Project Manager**

A Game development Software company. Head Office situated at UK known as Candella Software which is a sister company of EA games. The company has around 48 employees, exclusively on Edutainment based iPhone/iPad & Android Games and Virtual Environment.

* **Human Resource Manager :** 
  + Plan and co-ordinate Human Resource Planning, Recruitment, Interview and Selection Scheduling Campus Interview.
* Maintain proper documentation and records regarding all essential aspects of employee such as letter of appointment, educational certificates, date of birth certificate, residential proof, previous job salary receipts, performance certificate during training and many more.

### Ensuring the department complies with all recruitment Policies, Laws, and Regulations.

### Planning search with an initial workshop with the seniors to identify the type of person etc.,

* Plan for appraisals and increments
* Setting up Project Manager meeting in understanding recommendation for Promotions, Increments, and Appraisals etc.
* Carrying out background and reference checks on prospective employees.
* Training and development, Induction training, Staff Retention,
  + Make the joining documents of recruiters.
  + Convey the Policies and rules to the employees.
  + Maintain the records of employees.
  + Track the daily attendance of the employees.
  + Present the employees performance report in front of HR manager.
  + M.I.S –preparing monthly reports about Staff Strength, absenteeism.
* **Sr. Project Manger**
* Planning, scheduling and execute all stages of game software, hardware and system implementations. Assessed business implications for each project phase and monitored progress to meet deadlines, standards and cost targets.
* Drove impressive improvements across the business as a result of IT
* Excelled in guiding the work of technical teams. Articulated project goals and scope, translated business needs into technical terms, prepared detailed work breakdown structures (WBS) and instilled shared accountability for achieving project milestones.
* Resolved numerous project issues including [staffing](http://jobs.monster.com/v-human-resources-q-staffing-jobs.aspx) shortages, tactical matters, scope creep and divergent business and user needs.

**July 2002 Till May 2006**

**Indus Corp India Pvt. Ltd – Software Company**

**Job Description: Human Resource & Training Manager.**

An ISO 9001 2000 company with Microsoft Certified Gold Partners

Test plans and reports, test case design. Test automation including framework, backend, and test design.

* Conducting Training on various testing methodologies
* Disk and network I/O performance testing and analysis. Command-line, GUI, and web application testing.
* Software test planning and execution, primarily functioning in integration test capacity.
* Responsible for helping test a variety of data mobility products and assisting testing a related product when necessary.
* Responsibilities include test plans, test cases, test execution, test reports, opening and verifying work requests/bug reports, and helping recreate customer issues.

**Sept 2000 Till June 2002**

**MFar Constructions Pvt. Ltd.**

**Job Description: Sr. Executive P&A**

An ISO 9001, ISO 14001, ISO 18001 Certified Company mainly into constructions employed about 650+ employees. Worked as a Head HR

* Human Resource Planning, Recruitment, Interview and Selection
* Plan and preparation of Annual Training Calendar
* Plan and Co-ordinate all internal and external training program
* Plan and schedule interviews, performing first two rounds of interviews.
* Planning search with an initial workshop with the seniors to identify the type of person etc.,
* Excellent analytical, data manipulation and interrogation skills.
* Ensuring that all IT changes are managed so that they minimise downtime and risk of any inconvenience.
* Developing and maintaining the infrastructure and IT systems.
* Negotiating IT service contracts with partners and suppliers.
* Managing and promoting services through the use of social media and Search Engine Optimisation.
* Troubleshooting and Network Functions & Security
* Inducting candidates on system and networking, installation and configuration of IT networks, maintenance, troubleshooting an user management with experience in installation, up gradation, configuration, and support of Software/ Hardware and other network devices.

**TECHNICAL SKILLS**

**PLATFORM:** Windows NT. Windows 2000 Server , Windows . XP, Windows 98, ME, Dos 6.22 Linux Fundamentals

**PROGRAMMING SKILL:** JAVA, JDBC, WEBLOGIC, C-LANGUAGE, ORACLE8.0, HTML, OFFICE XP, HTML C-PLUS.

**SOFTWARE TESTING:** WIN RUNNER, LOAD RUNNER, TEST DIRECTOR SILK TESTING from ZEE Education

**MULTIMEDIA SKILLS:** CORELDRAW 15.0, ADOBESUITE, PAGEMAKER 7.0, QUACK EXPRESS 4.0, ILLUSTRATOR 10, 2D ANIMATION 3D STUDIOMAX, 3D HOME, ACAD (FUNDAMENTALS), ADOBE DIMENSIONS 3.0, ADOBE AFTEREFFECTS, PLANIX, PHOTOSHOP PRO. ADOBE INDESIGN 1.5

**KNOWLEDGE ACQUIRED THROUGH EDUCATION:**

* Knowledge in Labour Law relating to Industrial Relation.
* Knowledge in Labour Law relating to Working & service condition.
* Knowledge in Labour Law relating to Social Security Legislation.
* Knowledge in Organizational Behaviour & HRM.

**TRAINING CONDUCTED**

* Training State Crime Branch Record Bureau Under C- Language, Foxpro & MS-Office.
* Handled independently Major IT Companies.
* Conducted various In-house HR Sessions for understanding the HR Policies
* Training Syndicate Bank Employees under Foxpro2.6 and customised Software Developed for them.
* Training HAL Staff Training, and Helicopter Division Staff, Minarva mill Staff, under MS-Office XP and C-language.

**TRAINING / COURSES ATTENDED**

* iOS/iPhone Application Development May 2013
* Enterprise Architecture Essentials. April 2013
* Workshop on Cloud Computing Dec 2012
* Business Development and Recruitment Analysis June 2012
* Assessment Centre and 360 degree Feedback January 2012
* Advance Concepts in Java programing May 2011

**FUNCTIONAL AREAS**

1. **PROJECTS HANDLED :**
   1. Joint Entrance Test - Quiz for PS2, - SONY Inc. UK – Objective C / C ++
   2. 35 Game Titles on iPhone and iPad & Android such as Alphabet karaoke, Maths table karaoke, Pic Series (Fastpik, Shapepik) Random Racing game.
   3. 3D Virtual world E-Learning Game on English Grammar called COBIC using UNITY 3D Engine and Java Script.
   4. Virtual World E- Learning Game for ONGC called OILRIG using UNITY3D engine and Java Script.
   5. A 3D Induction Training Course for Aeronautical Engineering company in Chennai Called RAMCO – Using UNITY3D Engine using simulation
   6. A fully Fledged Racing game called FAST TRACK having 30 Race tracks around London, Cairo, Egypt, Los Angeles, and Burma. On Nintendo DS using C and C++ Language.
   7. Lens and Frames dispensing System – Titan Eye Care a Lens simulation unit on iphone.
   8. Virtual Environment leaning grammar 24 / 7 and English ascent trainer for employee induction.
2. **PROJECT MANAGEMENT:** 
   1. Good in planning, scoping, scheduling, budgeting and Delivering.
   2. Solid team empowerment, motivation and collaboration.
   3. Set team goals in-line with the organization's strategic objectives.
   4. Strong understanding of Agile Software development (Scrum methodology), SDLC and business Analysis Practices.
   5. Managing and leading a team of 20 resources
   6. Creating modules and tasks in sequence following Work Break Down structure and estimate the timeline for tasks.
   7. Reporting the project status to stakeholders.
   8. Working closely with testing team in Test case preparation, execution and System integration testing.
   9. Set Project goals for the team in-line with the Organization’s strategic objectives, analyses and measure the performance.
3. **ISO ACTIVITIES**

* Preparation and updating Quality Software Products
* Implementing and Maintaining Quality Procedures
* Inducting on ISO Standards **ISO 9001 2000 and EOHS Standards**
* Participated and conducted internal auditing for ISO 9001 2000

1. **SIGNIFICANT ACHIEVEMENTS:**

* Conducted several behavioural training program like time management, project management ISO sessions which helped the company by improving the quality of work and communication skills.
* Conducted several personality development training programs for employees – which helped to provide practical tips, tools and proven strategies for developing powerful interpersonal skills, discover how to fulfil goals by the team members' potential, increase the level of trust, boost morale and build a peak-performance workplace.
* Sourcing out candidates by Headhunting and from portals and taking a active participation in successfully obtaining candidates for the company needs.
* Sourced out about 24 candidates in the IT sector in the current company within a short span of one month for a given project.
* HR Staffing Project & Placing Candidates on Contract for major IT Companies

**LANGUAGES**

**English**  : Speak fluently and read/write with proficiency

**Kannada**  : Speak fluently and read/write with proficiency

**Hindi**  : Speak fluently and read

**Telugu** : Speak fluently

**Tamil** : Speak fluently

**PERSONAL INTERESTS**

* To conduct counselling, workshops, seminars, training and development programs
* Conducting Campus Interviews., Public Speeches, Reading Books
* Singing Bhajans in Sai Mandir,

**ART BACKGROUND**

* Sr. In Karnatic Music,
* Vidvath in Mrudhangam an Indian Instrument

**REFERENCES:** Available on request.