****

**Bipin Kumar Padhi**

**At=Lanjigarh**

**Po=Lanjigarh**

**Lanjigarh- 766027 Mobile No: 7894455033**

**Dist=KalahandiE-mil:bipin.kumar.padhi@gmail.com**

***RESUME***

***Objective:***

To achieve Professional excellence and develop leadership Qualities

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***Experience:***

***Total sixteen year experience in HR,IR,ER,Compliance, Labor law, Legal, ,Liaison,Audit,requite,welfare,administration,union and strike issue,L&D, training,CMMS,Labour contract act, Manpower planning large engineering and manufacturing set up as huge manpower.***

* **AGM (HR)( Compliance, Industry law,legal,ER, Requites, Liaison, audit,HR , IR)- at TATA Power in ewpl(R.R .Durafabs)- Clint TPCODL**
* **July 27.2020 – present 10 month**

**Experience as head of HR lead in team , work as a hr compliance ,hr audit, Strong in IR,industrial compliance, legal compliance,legal, Central Labour license, state labor licenses, statutory compliance , total handling as a head. Industrial law, Union issue solve, Liaison industrial & general, Grievance cell handling,controlling compensation benefit,learing&Devloement, talent aquesation,training, all project compliance HR &IR indivisual completely work &audit all for compliance . Strong inlabour law, industrial law, labourinforcement in DLC office, welfare section . Handing DLC audit in any matter of license and all compliance documentation. welfare and administration control all to company. strong in union matter and IR issue , straike solve in Greenfield project and industrial project. total experience as all in Greenfield project. Excellent knowledge as tech non-tech recruits as a strong recruiter .strong in green felid project all HR, IR, compliance admin ,welfare ,ER ,Labor law all activities. strong in recruiting. Strong recruiting and demonstrated ability to improve talent acquisitionstrategiesDemonstrated expertise training managers and employees . Strong organizational, critical thinking, and communications skills .Attention to detail and good judgment**

* **HR Officer – at Siemens Ltd - Clint Vedanta Aluminum Limited Lanjigarh**

Nov 2010- july. 25.2020(9 year 8 month)

Experience in a large manufacturing organization and exposure in the field of recruitment , industrial relations , employee relations and personnel administration ,Should have Knowledge of labor laws, should have experience of drafting personnel policies .Responsible for HR & IR, Admin Services,

Handling Recruitment, Performance Management System, Competency

Mapping, Statutory Compliances, Compensation and Benefits, all are Individual HR functions, HR –ERP is known good IT Skills.

1. To develop positive labor& Employee Relation at plant

2. Responsible for union &labor matters, settlement with Union and IR Matters

3. Responsible for prompt resolution of day to day employee related queries, grievances & plant issues.

4. Proficient in handling large workforces, maintaining amicable & peaceful relations with workers trade union & Management.

5. To look after the Contract Labor administration and the statutory Compliance related to various applicable labor laws.

6. To look after welfare activities at plant.

7. To look after all administrative functions of the plant Security, Canteen, vehicle administration.

8. Good knowledge of lobourlaw, companylaw,labourcourt,Tribunal,Nationaltribunal, Employment tribunal

* **Executive Accounts & Admin –at Singh Intelligence Security Pvt.Ltd - Hill-Top Nagpur**

Nov 2009 – November 2010(1 year)

Responsible for Accounts & Admin Services

* **Accounts Assistant – at Alfa Transformer Ltd.-Mancheswar Industrial Estate Bhubaneswar.**

Nov 2008 – Nov 2009 ( 1 year)

Responsible for Accounts Services

* **Accountant-at Ecofarm (India)Ltd - YavatmalMaharastra.**

January 2006 – Nov 2008(2year 10months)

Responsible for Accounts & Finance Services

***Skills & Expertise:***

* Management Skill Expertise
* Human Resource Management
* Industrial Relation Management
* Finance & Accounts Management
* Administrative Management
* Contract Manpower Management
* Maintenance Management
* Contract Management
* Reliability
* Customer Relations
* C,C++, Office package, tally

***Education :***

* **Continue P.H.D H.R (**Zenith Institute of Business Management, Mumbai**)**
* **MBA (Finance & HR)**, National Institute of Retail Management, Mumbai, Approved by UGC, 2012
* **BCOM**,BhawanipatnaGovt Autonomous College, Bhawanipatna**,**, Financial Accounting , Personnel Management & Industrial Relation , Audit & Taxation, Business Organization, Business Mathematics’, Business Statistics, English, Economics, 2006
* **PanchayatColleage ,DharamgarhHigher Secondary,** Physics, Chemistry, Mathematics’, Biology, 1999
* **Panchayat High School,Matriculation,** General 1997

***Awards***

* English Essay Competition Combined Vedanta Aluminum Limited and All Associate Partner as 2ND Prize in 42th National Safety Week 2013
* Efficient employee certification
* Best All rounder in School ,fashion show , modeling, dancing, acting, singing, music, service to poor people, dynamic leadership, potential and result personality ,social welfare, dedicated, seniority, strong leadership ,matured , understanding ,strong discipline, encourage to improve all time, strong social manner. strong developed in organization. excellent motivation in union and strike. strong leader

***Training:***

1. Advance Diploma in Computer Software in KBK-IIT Junagarh 2004

2. Tally 9.0 from plus Technology at Bhawanipatna in 2008

***Permanent Address :***

AT=Junagarh(Canal Para), PO=Junagarh , Dist=Kalahandi,pin-766014, Odisha,

India

***Declaration:***

I do hereby declare that all the statements furnished in this resume are true to the best of my knowledge and belief.

**Date : 02.04.2021**

**Place: Lanjigarh BIPIN KUMAR PADHI**