

# Human Resource Professional Resume



## S Shankar Nag

Human Resource Professional with **17 years of Experience** in Service sector - Retail/Wholesale/E-commerce, Hospitality, Pharmaceutical Manufacturing Sector having expertise with Organizations of 2500 Full Time Employees and Contract Workers.

## Skills

- Develop and implement HR strategies aligned with the organization's overall business objectives and growth plans.
- Forecast workforce needs and develop talent acquisition and retention strategies to meet organizational goals.
- Oversee the recruitment process, including job posting, candidate sourcing, interviewing, and selection.
- Develop recruitment strategies to attract top talent and build a diverse workforce.
- Ensure compliance with local labor laws and regulations in recruitment activities.
- Act as a point of contact for employee grievances, conflicts, and disciplinary issues, and provide guidance and resolution strategies.
- Foster a positive work environment and promote employee engagement and morale through effective communication and support programs.
- Implement performance management systems to set goals, provide feedback, and evaluate employee performance.
- Develop and oversee performance appraisal processes and facilitate performance improvement initiatives as needed.
- Identify training and development needs across the organization and design learning programs to enhance employee skills and competencies.
- Coordinate training initiatives, including workshops, seminars, and e-learning platforms, to support employee growth and development.
- Develop and implement HR policies and procedures in compliance with local labor laws, regulations, and industry standards.
- Monitor and ensure adherence to HR policies and regulatory requirements across the organization.

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- Collect and analyze HR data to identify trends, track key metrics, and provide insights for informed decision-making.

## Personal Information

**LinkedIn profile:** [linkedin.com/in/shankar-nag-6b029531](https://www.linkedin.com/in/shankar-nag-6b029531)

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**Email ID** - [sipureddy@gmail.com](mailto:sipureddy@gmail.com)

**Date Of Birth** - 01 Jan'1984

**Languages** - Can able to speak/write English, Hindi and Telugu fluently

## Work History

April '2022 till March'2024 **Manager - Human Resources at Aurobindo Pharma Limited Unit - XII**

- Handling Unit - XII Formulation's Manufacturing Oral Solid Dosage & Sterile Operations
- Responsible for End-to-End Employee Life Cycle Management from Hire to Retire
- Responsible for Talent Acquisition Function and Attrition control/Retention strategy
- Planning of Human Resource Strategies as per Business Requirements
- Execution of Annual and Half Yearly Performance Management System
- Handling Employee Relations and Industrial Relations
- Responsible for Compensations and Benefits
- Managing Contract Labour vendor Management

April'2020 till July'2021 **Senior Manager - Human Resources & Administration at Hetero Labs Limited Unit – IX**

- Responsible for API bulk chemical Manufacturing Plant towards HR Function
- HR Strategy planning and implementation workforce requirements during Pandemic peak period without any operational issues
- Responsible for End-to-End Employee Life Cycle Management from Hire to Retire
- Supported towards Employees Health and safety parameter's and extended all required needs towards manufacturing Covid Medicine

May'2018 till April'2020 **Regional Manager - Human Resources at Future Group**

- Responsible for 6 Central format Stores of all Large Retail Apparel formats, handling End to End Employee life cycle management with Turnover of 650 crores per Annum
- Ensuring the cost of Manpower Cost across the Functions and Departments at 3.5%

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- Manpower Planning and budget store wise along with all the Business Leaders and Stake holders to have cost efficiency without effecting the Business Operations.
- New store Launches as per the Plan and responsible for Talent Aquisition Function to complete all the Hirings and completion of their Training/Learning and developmental Activities
- Succession plan preparation and career progression plan and to have early warning mechanism
- Preparation of Employee engagement activities calendar for all the stores and conducting Town hall activities, all hands activities to have interaction with all the Employees to Leadership team.

Aug'2015 till May'2018 **Senior HR Business Partner associated with Flipkart Internet Pvt Limited**

- Responsible for End-to-End Functions of Human Resource Management & Employee life cycle management
- Successfully launched a world class fully automated Fulfillment center with trading Area of 2.5 lakh square feet
- Strategy planning on Recruitment and Hiring policy Contract labor hiring policy (Periodical hirings and contract closures) which supports to cost reduction
- Sourcing of various manpower vendors for Facility maintenance and infrastructure maintenance

September'2014 till August'2015 with **Celkon Impex Pvt Limited as Manager – HR**

- A leading Telecom Handset industry at India responsible for End-to-End functions of HR
- Hiring In store Demonstrator for Upselling and Cross selling of the Products

August'2013 till September'2014 associated with **Hetero Corporate Ltd designated as Assistant Manager - HR**

- Participated in Manning Budget and completed all the Recruitments as per the given Timeframe
- Responsible for all HR Generalist activities towards employee life cycle management

May'2012 till August'2013 worked as **Department Manager for Human Resources Function at Metro cash and Carry Pvt Limited**

- Successfully contributed towards launch of Metro wholesale cash and carry format with 50 thousand square feet area
- Handling all the statutory compliances required towards store launch within the timeframe

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July'2007 till December'2011 associated with **Ms. Spencer's Retail limited RPG Group as Assistant Manager - HR**

- Contributed towards Hyper store launches at various locations across different regions
- Responsible for all Human resource Generalist activities for all Full time Employees and Contract resources
- Attrition control mechanism during new store launches

December'2005 till July'2007 associated as **Sr Human Resource Assistant at Green Park Hotel**

- Responsible for Time office function and Leave postings
- Coordinate and conduct interviews with all respective department Head's
- Salary processing and Incentive working calculations accurately
- Coordinate with Exit Employees and conduct Exit Interviews

### **Educational Qualification Full Time**

- Masters of Human Resource Management from Pydah College – Andhra University
- Bachelor of Commerce from Pydah College – Andhra University
- Intermediate M.E.C. Math's Economics and Commerce from Sri Chaitanya college

**Declaration** - I hereby declare that all the above information provided is true and best of my knowledge.

**S.Shankar Nag**

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