

CURRICULUM VITAE

Sathish L

Email Id: needsathish@gmail.com

Mobile: +91 9886575374

OBJECTIVE

To associate with vibrant organization which allows me to put my competencies to the best use and add value to the organization contributing to growth as an individual.

CAREER OVERVIEW

- Experienced in man power planning, recruitment, developing performance management system, developing employee welfare programs, identifying training needs and conducting trainings, employee grievance handling, developing and implementing disciplinary policies, conducting exit interview, final settlement of employees.
- Good communication and interpersonal skills.
- Ability to identify needs and implement effective solutions.
- Developing and implementing the performance appraisal system for the company and co-ordinating it with other line managers.
- Co-ordinating with finance department for processing of payments to employees.
- Over 10 years of work experience in Human Resource Management.
- Identifying the training needs, developing training programs to ensure constant learning and development of employees.
- Developing and implementing disciplinary policies.
- Developing and implementing employee welfare policies.
- Developing the exit process for the employees.
- Dealing with the final settlement of employees when they leave.
- Maintaining good internal communication within the company.
- Developing various reports for management which make it easy to make decisions regarding the current resources.
- Worked with executives such as CEO, BDM and DH, and Provided inputs for Strategic and Business Development Plans.
- Applied effective negotiation skills while dealing with Project Vendors and Team Management.

- Possess ability to organize information, communicate & present findings in a clear and useful manner.
- Excellence in Analysis and Problem Solving.
- Sound Judgment and Decision-Making Skills.
- Optimum Negotiation skills, focussed mostly towards win-win solutions.

ACADEMICS

- MBA (Human Resource Management) from Annamalai University.
- B.E. (Mechanical Engineering) from SSEC, Visvesvaraya Technological University (VTU), India with First Class.

KEY SKILLS

- HR Generalist, Recruitment Skills, Communication, Negotiation, Problem Solving, Employee relations. Onboarding, Performance Management, Scheduling, Payroll Processing, Vendor Management.
 - Training: Lean Six Sigma Green Belt,

PROFESSIONAL EXPERIENCE

1. Oct-2021 **Manager at CSG (INDIA) Pvt Ltd.**
2. Jan-2017 to July-2021– **HR - Operations Augen Technologies (I).Ltd.**

Roles and Responsibilities

Responsible for providing HR support & guidance for multi-functional client organizations including manufacturing, and retail with various locations and employee levels

Supporting the HRD to achieve the HR & Development team's strategic objectives, as set out in the HR Strategic Action Plan by acting as the HR lead on a range of different projects and responsibilities

Coordinating with recruiters & managers to identify, interview & select qualified candidates aligned to business needs; educating managers through performance reviews, terminations, reorganizations.

Imparting classroom & online training classes for new managers and conducting new leader assimilation sessions

Identifying & resolved employee relations matters, including policy violations & leadership accountability issues

working in high pressure environments with strict deadlines & multiple deliverables.

Responsibility, with the HRD to ensure that all HR policies and procedures are regularly reviewed and continue to reflect both up-to-date employment law and best practice

Consulting with the business leadership team for business issues & innovative HR solutions; driving cost & manpower productivity across the BU's internal HR transformation

3. October -2011 to December-2016 Team -Lead with CSG (INDIA) Pvt Ltd.

4. Jan 2008 to - 2011 Senior Design Engineer with Augen Technologies Pvt Ltd

Roles and Responsibilities

- Coordinated development and testing activities while making sure the deliverables conform to requirements.
- Tracked and managed milestone deliverables based on project schedule/plan.
- Accountable for creating and managing the Project Team Communication.
- Kept the project manager and Stake Holders, committee informed of task accomplishments and issues periodically.
- Mentored the Junior Team Members on technical aspects of the deliverables.
- Effectively & efficiently multi tasked tracking and maintenance of processes such as Asset Management, & stationery book-keeping, while coordinating the results with the HR/Admin division.
- Documented the lessons learnt in the closing phase.

Overseas ONSITE Experience:

- 1. Worked with Paslin (Paslin, Detroit-USA) (For 5 month).**
- 2. Worked with KUKA-Brazil (KUKA, Sao polo-Brazil) (For 3 Months).**
- 3. Worked with TKSE-Germany (TKSE- Heilbronn, Germany) (For 3 months).**
- 4. Worked with TKSE-Brazil (TKSE, Sao polo-Brazil) (For 3 Months).**

PERSONAL DETAIL

Sex : Male

Nationality : Indian

Passport No :G8965911

Marital Status: :Married

Languages Known : English, Kannada and Hindi

Permanent Address : #No.359, 8th Main road, 4th Phase ,
7th Block, B.S.K 3rd Stage
Bangalore-560085.

Date:

Place:

(SATHISH.L)