



Sanjay Gulati

A versatile, accomplished & goal-oriented professional with about 27 years of experience in HR Operations, Payroll Management, Employee Life Cycle Management, Recruitment, HRMS, Talent Acquisition, Manpower Planning, Project Management, Performance Management, Employees Engagement, Stakeholder Engagement, Training & Development and People Management with proven track record of delivering consistent business results through adept leadership and application of sound management practice

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Core Competencies



Profile Summary

Successfully designed & implemented HRMS & Payroll Integrated System in India & Bangladesh whereas HRMS in 3 other countries too; gained exposure to the end-to-end management of close to 5000 employees

Independently supervised core HR Generalist profile including Compensation, Recruitment, , Manpower Planning, Training & Development, & MIS including provisioning & auditing

Managed end-to-end recruitment life cycle and ensured adherence to the process with involvement in vendor management, rate negotiation & finalization and monitoring of vendor performance

Led the strategic framework for training, performance management, talent planning, and assessment for a company-wide Leadership Training Program

Increased employee and management trust for HR from a regulatory function to one of cultivating culture and results

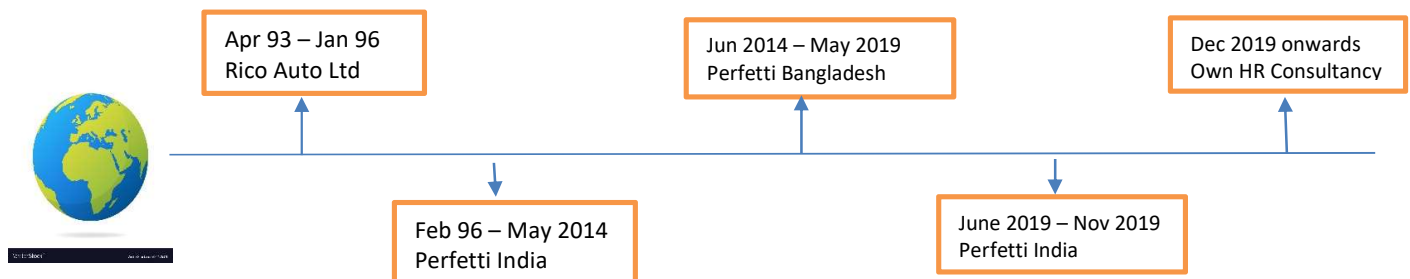
Developed and implemented procedures including communication plans, performance reviews, new hire orientation, training programs, compensation and benefits planning and talent assessments

Proactive IR Management with the aim to Non-Unionised Environment, played a key role by providing strategic & operational solutions while working with SFE's, Management at plant level and with various government agencies

Soft Skills



Career Timeline



Organization Experience

Since December 2019 onwards, I am providing HR consultancy while working with Resham Sutra, Delhi, 3D Point Dhaka, Care of Talent & Corporates, Dhaka on various aspects of HR including designing & implementation of HRMS & Payroll Application

PVM India - June 2019 to Nov 2019

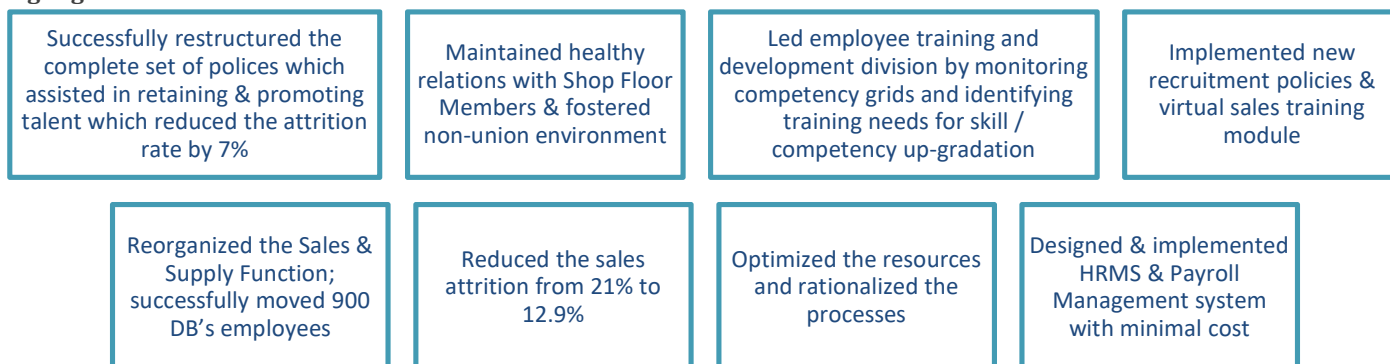
Since June 2019 to Nov 2019 in PVMI - Gurgaon in a new role (Associate Director-MIS) in Corporate, Planning, Analytics and Decision Support System

PVM Bangladesh – Head Human Resources (June 2014 – May 2019)

Key Result Areas:

- Spearheading the entire HR Operations, Talent Acquisition, Digital HR Transformation, Strategic Planning, Cost Optimization, Leadership Hiring, Corporate MIS, Planning, Analytics, Decision Support System, Performance Management, Budget Management, Compensation & Benefits, Statutory Compliance Management, HR Outsourcing, Employee Engagement, Training & Development and People Management
- Proactive IR Management while management of 1800 workmen with the aim to maintain healthy relations with Shop Floor Members & develop non-union environment
- Serving as a strategic business partner to general and upper management; providing guidance on how to best drive employee engagement and productivity
- Monitoring and addressing performance issues and driving engagement between employees, front-line management and HR
- Collaborating with executive leadership and training team to develop and improve new hire on-boarding and training process resulting in improved new hire satisfaction and retention, and significant cost savings to the group
- Providing effective HR leadership to the business for implementation of HR strategies in-line with business requirements, managing full range of HR services to support the overall business strategy of the company
- Partnering at all organizational levels to define and implement HR strategies aligned with organizational objectives; developing strong, positive relational networks and supporting departments company-wide
- Managing staffing and performance-improvement issues; monitoring the leadership and management team development
- Supporting the resolution of escalated Employee Relations (ER) issues, mitigating the involved risks to the business

Highlights:



PVMI Corporate Office, Gurgaon – Controller Human Resources – (January 2000 – May 2014)

Highlights:

- **Handled a workforce of 4500 (2700 shop floor members including contractual)**
- Designed and implemented integrated HRMS/Payroll Module
- Implemented Leave Management & Attendance Management Module, PMS & Succession Planning and integrated the same with HRMS
- Implemented Query Module which enabled the employees to raise their queries in an easy manner
- Managed HRMS, Payroll Management, Recruitment, Training & Development, Administration Functions
- Conducted HRMS & Payroll training in 5 countries
- Proactive Provisioning/Auditing/Compliance Management
- Designed Recruitment Cycle/Management to enable organization to have right manpower well in time with economic
- Strategized & implemented manpower & salary budget
- Designed & accomplished Performance & Compensation Management Study
- Successfully designed the Compensation Structure which assisted in containing attrition by 9% & increasing the employee satisfaction by 95%



Previous Experience

PVMI, Manesar Factory, Gurgaon – Sr. Executive-Human Resources - Feb'96-Dec'99

Apr'93-Jan'96 with Rico Auto Industries Pvt. Ltd., Gurgaon as HR Generalist



Trainings Attended

- *Saville Assessment in Singapore from Tower & Watson*
- *Leadership/Sales Competency*
- *People Management*
- *Transformational Leadership*
- *Assertiveness*



Academic Details

- *Post Graduate Diploma in Business Management* from IMT Ghaziabad in 2013
- *Advance Diploma in Business Management* from IMT Ghaziabad in 2009
- *Post Graduate in Public Administration* from Annamalai University in 2005
- *Diploma in Human Resources Development* from All Indian Institute of Management Studies in 2002



Personal Details

Date of Birth : 19th July 1971
Languages Known : English & Hindi
Address : House No. 908, Sector- 31, Gurgaon- 122002

Major Projects Undertaken

- *Head Count Optimization Project for 3 Factories*
- *Designed & Implemented Integrated HRMS & Payroll Management System*