



# Anas P T

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## Regional HR (Generalist)

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An HR generalist & HR business partner having 3 plus years of progressive experience in various HR related functions.

## Work Experience

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### Regional HR (Generalist)

sep 2022 – Present

Grand hyper Qatar

✓ Handling HR core functions .Recruitment ,payroll ,Employee engagement,employee relation,Performance appraisal,monthly incentive preparation,Job order creation,vacation planning ,employee retention,store visits,HR induction,team meetings,grievance handling,operation supports,exit interviews and other generalist roles

### Zonal HR (Generalist)

Jan 2021 – Sep 2022

oppo

✓ Handled 7 districts across North kerala  
✓ Job roles included end to end Recruitment for the respective region,Employee engagement,team Management, performance evaluation & appraisals, Retention coordination, legal documents inspection,offer negotiation,exit process and all other HR general activities.key contact person between employees and the department.

### Regional HR officer

Dec 2019 - Jan 2021

my G Digital

✓ Handled 5 districts across North kerala  
✓ Job roles included complete Recruitment process for the assigned region,Employee engagement,legal documents inspection at the stores,Team management,Brand coordination,exit process etc.performed as the key contact person between employees and the department.

### English trainer

Apr 2019 - Jun 2020

English House

✓ Job Role - Providing inter-mediate level online grammar training for the students,doubt clearance,supporting communicative english etc.



## Education

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### **Master in Business Administration**

2018 - 2020

Calicut university

✓ Specialized in Human Resources and Marketing

### **Bachelor of Business Management**

2015 - 2018

Amrita University

✓ Graduated with a 6.7 GPA.

✓ Specialized in HR and portfolio Management.

### **Biology Science**

2013-2015

GVHSS Thamarassery

## Skills

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Recruitment, Logical and critical Reasoning, Communication, Team management and Technical skills

## Language skills

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✓ English - Read , write ,speak

✓ Arabic - Read , Write

✓ Malayalam - Read , write , speak

✓ Hindi - Read ,write

## Projects

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**Upselling and cross selling strategies of LG electronics in mysore city.**

**A micro study on marketing strategies of bajaj**

jul 2018 - Dec 2018

**automobiles in mysore city**

Jan 2015 - May 2015

## Reference

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✓ Sibin - +91 88915 95929

✓ Mahfoos-+91 97462 33745

✓ PM Usha - pmusha.72@gmail.com