Sanjana Vinod

Contact

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Education

2011 - 2014
Bachelor of Psychology,
Sociology & Literature
Christ University, Bangalore

2014 - 2016
M.A Industrial Psychology
(Human Resource)
Fergusson College, Pune

Key Skills

- People Management
- Administration
- Stakeholder Management
- Negotiations
- Leadership

Reference

Vivin Raju
Managing Director, Kalyan Mobikes -
Hero Motocorp
Phone: +91 9645 937711
Email: vivin@kalyan.com

Experience

Jan 2023 – June 2024
Kalyan Mobikes, Hero Motocorp
Operations - Human Resource Management

August 2022 – December 2022
EQ140
Principal Consultant

June 2021 – July 2022
Wipro Limited
Senior Executive- Human Resource

- Responsible for Talent Acquisition for the Cloud Transformation Division.
- Engage with stakeholders and create dashboards to provide regular updates.
- Track interviews and screen potential new hires as per compliance.
- Performed all offers and coordinated background checks/pre-employment physicals prior to hire.
- Manage vendors and periodically monitoring the work of the recruitment agencies.
- Maintaining employment related records for Digital sub division.
- Reduced expenses by analysing compensation and implementing competitive drives/programs while ensuring adherence to legal requirements.

April 2018 – May 2021
Black-Turtle, Bangalore
Senior Consultant-Human Resource

November 2016 – March 2018
People Realm Recruitment Services Pvt. Ltd., Bangalore
Consultant- Human Resource

- Sourcing to find the best fit for top Tier investment banks, private equity, Technology firms and Big 4.
- Recruiting for various domains (Revenue, IT, Legal, Finance, Operations, HCM, Audit, and more) across industries.
- Business Development alongside top management, targeting top players across the market.
- Coordinating with the clients for business requirements and assisting on-site drives.
- Managing a team of 4 members.
- Building expertise in company mapping and market

Internship

Hoonar Tekwurks, Pune (2015)
External Assessment department