



Girish R

Sharjah, UAE

Email: girish22giri@gmail.com | **Phone:** +971 50 798 2684

LinkedIn: [linkedin.com/in/girish-ravindran-66132a53](https://www.linkedin.com/in/girish-ravindran-66132a53)

Summary

Strategic Human Resource Manager with 14+ years of diverse professional experience across HR strategy, Operations, Customer Service, Administration and cross-functional collaboration, I bring a wealth of transferable skills, adaptability, and a service-driven mindset that aligns well with dynamic support and administrative functions.

Professional Experience

Self Employed, Kerala

Business | Aug 2024 – April-2025

- Managing family business operations.

Capgemini Engineering, Bangalore

Manager – Talent Acquisition | Aug 2022 – Jul 2024

- Spearheaded full-spectrum HR and Talent Acquisition initiatives for IT and Non-IT
- roles across diverse sectors including Engineering, Construction, Real Estate, Manufacturing, Medical Devices, Healthcare, Retail, Automotive and Aerospace.
- Developed and implemented recruitment strategies that improved Time-to-Fill, Quality-of-Hire, and Cost-per-Hire, aligning hiring practices with business objectives.

- Designed and executed campus hiring programs and employer branding strategies to enhance talent pipelines and organizational visibility.
- Oversaw onboarding, payroll integration, and HR reporting using ATS and HRIS tools (Workday, JobVite, Success Factors and Taleo), ensuring data accuracy and compliance.
- Ensured alignment of HR KPIs and KRAs with organizational goals while maintaining adherence to employment laws.
- Collaborated with senior leadership and cross-functional teams to deliver workforce planning, talent forecasting, and succession management.
- Managed vendor partnerships and created comprehensive dashboards for real-time recruitment analytics and reporting. Reduced hiring costs by leveraging market intelligence and exploring diverse sourcing strategies including digital platforms and passive talent mapping.

Dassault Systemes, Bangalore

Talent Acquisition Partner Specialist | Nov 2021 – Aug 2022

- Handling Talent Acquisition of R&D Lab (PAN India).
- Expertise in functional areas of R&D, Sales, Service & Application requirements.
- Proficient in managing stakeholders and their expectations End to End Hiring & Vendor management.
- Recommend ideas and strategies related to recruitment that will contribute to the growth of the company, implementing new processes and fine tuning existing standard processes.
- Responsible for identifying and mapping the external talent pool towards critical positions within the organization and create a strong succession planning pool.
- Explore different sources of recruitment to optimize recruitment cost.
- Campus Hiring's (PAN India Campus) - Identifying, scheduling, Interviewing until Onboarding (Permanent/Trainee / Internship).

Carlzeiss India Bangalore Pvt Ltd

Talent Attraction Specialist | Oct 2017 – Sep 2021

- Led end-to-end talent acquisition for ZEISS India across Sales, Service, Applications, and IT R&D, ensuring alignment with business goals.
- Streamlined recruitment operations, reducing time-to-hire and cost-per-hire while enhancing candidate quality and process compliance.
- Managed stakeholders, vendors, and RPOs to ensure scalable and effective hiring outcomes.

- Executed strategic, multi-channel sourcing initiatives using market intelligence to optimize recruitment spend.
- Directed national campus hiring programs from institute engagement to onboarding.
- Supported succession planning, leadership hiring, and talent pipeline development for critical roles.
- Developed and monitored recruitment dashboards and hiring metrics to enable data driven decision-making.
- Facilitated onboarding, employee lifecycle management, and ensured HR policy compliance.
- Played a key role in implementing and supporting Learning & Development (L&D) initiatives in coordination with business needs.
- Managed performance appraisal processes and provided guidance on employee development plans.
- Oversaw day-to-day HR operations including attendance management, leave administration, HR documentation, and employee engagement.
- Contributed to workforce planning, HR budgeting, and organizational policy refinement.
- Acted as the point of contact for grievance resolution and employee relations, promoting a transparent and inclusive work environment.
- Represented the organization at job fairs and industry events to enhance employer branding and talent attraction.
- Maintained strong talent pipelines and led social media recruitment campaigns to support future hiring needs.

Siemens Ltd & Subsidiary, Mumbai

Sr. Executive – HR TA & EB | Sep 2010 – Sep 2017

- Managed and executed the complete recruitment life cycle for IT and Non-IT roles, including sourcing, screening, selection, and onboarding.
- Collaborated with department heads to plan and fulfill talent acquisition requirements, ensuring timely and strategic workforce deployment.
- Set up and managed a tailored recruitment system to meet evolving business needs and ensure process efficiency.
- Directed national campus hiring for graduate trainees, management trainees, diploma trainees, and interns.
- Oversaw staffing, recruitment, and employee induction processes, aligning new hire integration with company culture.
- Contributed to HR strategy development and implementation across functions.
- Resolved employee grievances related to salary, leave, medical claims, and loans to maintain a positive work environment.

- Coordinated annual increment and incentive cycles, ensuring accuracy and timely communication.
- Delivered monthly employee data reports to relevant departments to support manpower planning.
- Tracked and analyzed recruitment metrics including attrition, additions, sourcing mix, and niche hiring intelligence.
- Played a core role in integration projects: Siemens VAI Metals Technologies Pvt Ltd to Siemens Ltd, and Siemens Ltd to Primetals Technologies India Pvt Ltd.
- Established IT teams for intranet systems in Pune, hiring over 300 professionals annually across R&D, Sales, Service, Application, Support, and IT Solutions.

Brainware HR Solutions, Chennai

Team Lead – NON IT | May 2009 – Aug 2010

- Pan India sourcing and hiring support for NON IT & IT Clients.
- Handling a Sourcing team.

Education

- Higher Diploma in Software Engineering, NIIT – Kerala | Aug 2006
- Bachelor's in English, Calicut University – Kerala | Mar 2004

Skills

Employee Relations / Stakeholder Management / Performance Management / Vendor Management / Policies & Manpower Planning / Labour Law / HR Administration / Sourcing & Screening / HR Operations / HR Audit / Recruitment / Blue Collar Hiring / HR Documentation / Talent Acquisition / Volume Hiring / Payroll / HR Metrics / ATS systems / Psychometric Analysis & Background Verification.

Certifications

- Naukri & LinkedIn Recruiter with AI
- Social Media Hiring – SourcePRO
- ChatGPT for Recruitment

Awards

- People & Talent Champion Award – June 2023
- Best Business Partner Award – Dec 2020
- Best Recruiter & Business Partner – Aug 2019

- Best Recruiter Award – Apr 2014

Languages

- English (Fluent)
- Hindi (Fluent)
- Malayalam (Fluent)
- Tamil (Fluent)

Personal Details

- Date of Birth – 01-10-1984
- Nationality – Indian
- Marital Status – Married
- Visa Status – Visit Visa