

ALIGA SRIKANTH

HUMAN RESOURCE EXECUTIVE

PROFILE SUMMARY

Driving Organizational Success Through People Centric.

A dedicated and empathetic HR Professional with his experience in talent management, employee relations, and organizational development, known for an strong ability to build meaningful relations, foster inclusive workplace, and drive HR strategies that align with business objectives. Adapt at recruitment, training and development, conflict resolution, and creating positive work culture. Skilled in navigating complex HR challenges with a calm and solution-oriented approach.

WORK EXPERIENCE

HR EXECUTIVE AT MY CLASSBOARD EDUCATIONAL PVT.LTD Sep2024-Present

Its an Educational Industry which provides ERP and LMS to the educational platforms, where my expertise spans talent acquisition, employee relations, organizational development, performance management, allowing me to effectively address HR Challenges and support both individual and team growth.

Recruitment and Staffing:

- Develop and Post Job Opportunity
- Source, Screen, and interview candidates
- Co-ordinate with hiring managers for selection process

Employee On-boarding & Off-boarding:

- Facilitate new hire orientation
- Manage background checks, offer letters, On-boarding & Off-boarding
- Facilitating with Exit formalities and process resignations/terminations

Employee Relations:

- Addressing employee queries and resolve workplace conflicts
- Foster positive work culture
- Engaging with activities

Training and Development:

- Identifying training needs and organize learning opportunities
- Track effectiveness of training programs

Policy & Compliance:

- Implementing and enforcing HR Policies and Procedures
- Staying up-to-date on labor laws and regulations

HR EXECUTIVE AT GJ SOLUTIONS INDIA PVT LTD July2023-July2024

It's an BPO Industry, where my expertise spans talent acquisition, employee relations, organizational development, performance management, allowing me to effectively addressing HR challenges and support both individual and team growth.

- Talent Acquisition
- HR Induction
- Employee On-boarding and Off-boarding
- Employee Engagement Activities
- Employee Lifecycle Management
- Performance Management
- Compliance and Record Keeping

CONTACT

Phone Number: +91 8688756006

Email: srigopal759@gmail.com

Address: Hyderabad, KPHB Colony

EDUCATION QUALIFICATIONS

Masters in Business Administration (HR)

REAH SCHOOL OF BUSINESS MANAGEMENT
-2023

Bachelors of Computer Applications

SINDHU DEGREE COLLEGE - 2021

BIE

CHAITANYA JUNIOR COLLEGE - 2018

SSC

ST MARY'S HIGH SCHOOL - 2016

KEY SKILLS

- **Darwin Box**

- End to End Recruitment
- Onboarding & Off-boarding
- HR Induction
- Employee Engagements
- Employee Self Portal
- VLOOKUP
- Learning and Development Tracking
- Team Co-ordination
- Employee Retention
- Performance Management
- HR Analytics and Reports
- KEKA HR (HRMS Tool)
- KEKE HIRO

HR RECRUITER AT METROLABS SERVICES PVT LTD Nov2022-July2023

It's an Non-IT Domestic Process, where my expertise spans talent acquisition, employee relations, organizational development, strong communicating with proactive mindset and keen eye for talent making an impact at both individual and organizational levels.

BFSI Recruitment:

- Job Analysis and Description
- Sourcing, Screening Resumes and Applications
- Conducting Interviews
- Co-ordinating Assessments and Tests Selection and Offer Management
- Compliance and Record Keeping
- Employee Engagements Activities
- Employee Relations
- Organizational Development
- Collaborating with Hiring Managers

HR INTERN AT METROLABS SERVICES PVT LTD June2022-Oct2022

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DECLARATION

I hereby declare that the information provided above is true and correct to the best of my knowledge and belief. I take full responsibility for the accuracy of the particulars mentioned in this resume.

PLACE : HYDERABAD

SIGN : A.SRIKANTH

CERTIFICATES

POSH CERTIFICATE (Prevention Of Sexual Harassment)

The POSH HR Certificate refers to a certification focused on workplace.

LANGUAGES

- English
- Hindi
- Telugu

PERSONAL DETAILS

Full Name : ALIGA SRIKANTH

F.NAME : A.RAJU

DOB : 16-03-1999

Address : TANDUR, VIKARABAD DIST

Current : HYDERABAD,KPHB COLONY

Address