

MOHIT MEHROLIYA

Mobile Number: 7898487774 Email Address: mohitmehroliya@gmail.com

LinkedIn - <https://www.linkedin.com/in/mohit-mehroliya-436ab878>

Career Objective:

To be part of team which strives for the better growth of the organization and which explores my potential and provides me with an opportunity to enhance my talent with an intention to be an asset to the company.

Professional Experience:

Company: Walkover Web Solutions Pvt Ltd.

Location: Indore (MP)

Designation: HR Communicator and Recruiter

Duration: Oct. 2017 - Till Now

- Initiated the process to work in remote working culture and helped the team to achieve their goals.
- Experienced in setting the OKRs by using various tools like - GTM hub and Lattice.
- Implement employee surveys and questionnaires help HRBP's in analysis and action planning based on survey results.
- Experienced in onboarding and partnering with the recruitment team in hiring associates based on business forecasts.
- Organised Brown Bag session and R&Rs for various events within the organization.
- Taking care of the end to end recruitment process.
- Manpower Planning and Talent Acquisition for technical and Non Technical profiles.
- Managing Employee engagement activities and Grievance handling.
- Led campus recruitment drives for engineering and non-engineering resources and was acknowledged for great work by respective HODs.
- Supporting Business units by implementing HR Programs and solving performance issues.
- Completing special projects by clarifying project objectives, setting timetables and schedules.
- Protecting an organization's value by keeping information confidential.
- Overseeing team's performance on Talent Acquisition/ Staffing, employment processing, compensation, health and welfare benefits, training and development, records management, safety and health, succession planning, employee relations and retention.

- Managed Admin team and helped them in achieving their daily task.
 - Promote company's reputation as "best place to work" Excellent communication and interpersonal skills.
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Company: SGS Consulting

Location: Indore (MP)

Designation: Talent Acquisition Executive

Duration: Nov. 2016 – Jul. 2017

- Recruitment for the fortune 500 companies – General Electric (GE), Thermo fisher, BBH.
 - Establishes recruiting requirements by studying organization plans and objectives; meeting with managers to discuss needs.
 - Determines applicant requirements by studying job description and job qualifications.
 - Determines applicant qualifications by interviewing applicants; analyzing responses; verifying references; comparing qualifications to job requirements.
 - Sourcing and attracting candidates by using databases, social media etc.
 - Conducting interviews and filtering candidates for open positions.
 - Develop and update job descriptions and job specifications.
 - Act as a point of contact and build influential candidate relationships during the selection process.
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Company: Smartcity Laundry (**Startup**)

Designation: Co-Founder

Duration: Feb. 2016 - Oct. 2016

Concept behind the Startup:

It's an initiative taken by us with a basic concept "to simplify a hostlers full of hustle bustle life by providing a door step solution to their laundry". Providing techno based Services. It was one stop solution to your wholesome laundry stuff from Apparel laundry to Shoe Laundry or Luggage Laundry. We had expanded it to household laundry.

Responsibilities and Learning:

- Performed Pre-Startup activities including Name finalizing, Logo Designing, Market insights.
- Preparing, planning and project managing the publication of all publicity material to maximize brand promotion.

- Improve the operational systems, processes and policies in support of organizations mission -- specifically, support better management reporting, information flow and management, of the business.
 - Linkage and meeting with various laundry vendors to understand technological solutions and understanding of the laundry market.
 - Refined my management skills.
 - Planning and project managing marketing events and evaluating their success.
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Education:

2015 - 2017	MBA (MS) in Marketing and Human Resource International Institute of Professional Studies D.A.V.V.
2012 - 2015	BBA (MS) International Institute of Professional Studies D.A.V.V.
2011 - 2012	Senior Secondary Examination - Class XII Lord Krishna public School (M.P Board)
2009 - 2010	Higher Secondary Examination - Class X St. Peter's Senior Secondary School (C.B.S.E)

Accomplishments:

- Recruited 32 People in a single day.
- Successfully completed Linkedin Certification on Employer Branding.
- Lead Open campus (PAN INDIA) for the mass recruitment.
- Lead the team to secure first position in MAYA 2014 held at IIPS, DAVV, Indore (Explored Human Advertising, Documentary Making, News Reading, and Reputation Management).
- Lead the team secured third position in annual fest XPRESSIONS 2014 held at IIPS, DAVV, and Indore. (Explored various events related to management like Marketing Pavilion, Nach Market, De-marketing, skits).
- Lead the team to secure second position in TOURISTA 2015, Tourism and Advertisement

Competition, held at IIPS, DAVV, Indore

- Volunteer at "Raahgiri Day" (2015-2016), organized by Indore Municipal Corporation.
 - Achieved position in "Corporate Yodha" , an event based on product marketing by IIPS, DAVV, Indore
 - Actively participated in annual institute festivals (MAYA,Fiesta, Tourista XPRESSIONS) and has achieved success.
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Skills and Interests

- Improving Employment management and grievance management.
 - Payroll processing
 - Interviewing and Exits
 - Basic of Designs (canva)
 - Optimum utilization of Human Resources.
 - Entrepreneurial skills.
 - Strategic thinking.
 - Good orator.
 - Team player.
 - Ability to motivate others.
 - Photography and Sketching.
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Personal Details:

- **Date of birth:** 13/10/1994
 - **Landline Number:** 07312711849
 - **Alternate Number:** 9111117075
 - **Nationality:** Indian
 - **Permanent Address:** 86/1 Arihant colony, jaora dist ratlam (M.P)
 - **Current Address:** 94-B Vaibhav Nagar Extension Kanadia Road, indore (M.P)
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Declaration:

I hereby declare that the details provided by me in this resume are correct and I have knowingly not omitted/ misrepresented any information. I am aware that the company can use this data for verification purposes and any material inconsistency identified between the details shared above versus actual information would have a bearing on my employment, based upon company policies.

Date: _____**Place:** INDORE**Signature:** _____