

Meenakshi Dey

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Positivity | Focus | Achiever | Discipline | Includer

Dynamic, impact oriented Human Resources Employee Partner with demonstrated success in developing and implementing strategic talent management programs. Ability to lead global, virtual, cross capability teams to high performance outcomes. Proven aptitude to work and thrive in continually transforming environments. Passion to ensure people are supported, engaged and challenged to facilitate strong business outcomes.

PROFESSIONAL EXPERIENCE [5 years]

Eleven Internet Services (MEA WORLD)

📍 Bangalore, India

HR Business partner – Manager

[December 2019-Present]

- Transformed talent to the next level by implementing the HR best practices which were aligned to the core business practices
- Innovated, recommended and implemented dynamic policies, programs and initiatives to optimize employee morale and boost company productivity while providing ongoing advisement and feedback to senior management teams
- Champion in the HR Functional area : Talent Management, Organizational Development, Induction , policy development, Employee engagement and Performance management

Quantiphi Analytics Pvt Ltd

📍 Bangalore, India

HR Business Partner – Senior specialist

[December 2018-November '19]

- Giving proactive inputs to HR verticals on benchmarking requirements seeking internal as well as external market & best practice opportunities that will enhance the processes
- Identifying automation scope and implementing relevant HRIS platform for Quantiphi
- Ensuring on-time functional deliverables, compliance of HR operations, preparing the report on effectiveness and looking for trends and drawing inferences to influence future direction
- Managed end to end employee life cycle including on-boarding for new joiners, confirmation, payroll, attendance, grievance handling, employee relations and employee separation
- Implemented Organization initiatives to optimize employee morale and boost productivity

Emflux Motors Pvt Ltd.

📍 Bangalore, India

Manager – HR

[April 2018 – November 2018]

- Responsible for handling the entire employee life cycle (from On-boarding to Exit) for the Emfluxians, Managing HR Communication, Performance management and coordinating with stakeholders to address employee issues & providing change leadership to the Emfluxians.
- Have built and Implement scalable, standardized, sustainable systems and processes both at strategic and operational level for Emflux Motors
- Have designed the employee handbook for Emflux Motors
- Created talent management plans to align with a short and long term strategic plans

CloodOn INC

📍 Bangalore, India

HR Manager

[December 2016 – March 2018]

- Performed full spectrum of HR functions including 'Background Verification' process, employee engagement, employee grievances, succession planning, statutory compliances, performance Management, training & development, attendance reports and rewards & recognition and conflict resolution
- Responsible for maintaining an effective pipeline of candidates to deliver on urgent “just-in-time” staffing; Worked as a ‘change agent’ challenging prevailing methods, creating innovative and improved processes
- Implemented the quarterly performance appraisals for the CloodOn team
- Provided Attrition analysis which included - analysing the exit interview, observing trends and highlighting the important aspects

Aditya Birla Group

📍 Kolkata, India

Management Trainee

[June 2012 – April 2014]

- Facilitated training initiatives for different layers of management in the organization

- Meeting existing employees regularly and seeking project intelligence, seeking referral candidates

PROJECTS UNDERTAKEN

OLA CABS [ANI Technology Pvt Ltd]

Strategic HR Specialist

📍 Bangalore, India

[August 2016 - November 2016]

- Sourcing, screening & short-listing suitable profiles against the requirement from the job portals, social networking sites, references etc

Nicco Group

Summer Internship

📍 Kolkata, India

[May-July 2015]

- Re-engineered the entire Performance management system of the IT Division

EDUCATIONAL QUALIFICATION

Degree	Year	Institute	Specialization	CGPA / %
PGDM/MBA	2016	Xavier's Institute of Management & Entrepreneurship	Human Resource	A
Bsc	2012	Institute of Hotel Management	Management	80%
AISSCE, CBSE (XII)	2009	Bharatiya Vidya Bhavan	Science	71%
AISSE, CBSE (X)	2007	Bharatiya Vidya Bhavan	Science	89%

PROFICIENCIES

- Technical – Big data analytics, Social media, MS office, Virtual Communication, HRIS
- Languages – English, Hindi, Bengali, French, Sanskrit

KEY ACHIEVEMENTS & ATTRIBUTES

- Have build up the performance management module & process from scratch at Eleven internet services, Implemented a new HRIS tool
- Redesigned the PMS system; Implemented quarterly feedback & 360 degree feedback at CloodON
- Created the Employee handbook, created policies like Leave policy, POSH, information security policy, reimbursement policy etc at Emflux
- Implemented dynamic policies, programs and initiatives to optimize employee morale and boost company productivity
- Organizer of Quantiphi Cricket Bash 2019; was the owner of a cricket team
- Vice Head Girl, BGKV, Kolkata

LEADERSHIP

- Organizer, XIME management fest 'QUEST'; Core committee member, HRUDAY, XIME (2014-16)
- Won Laurels in public speaking & team building at school level competitions 2005-06
- Experience of working within an entrepreneurial organisational /fast-growing culture
- Comfortable challenging the status quo. A self-starter, who embraces opportunities to get involved and sees things through to completion
- Excellent Team Leader & influential Communicator, energetic with a positive attitude towards life
- Able to work at pace, whilst maintaining appropriate attention to detail and standards

KEY SKILLS

- Brings an intelligent, quick-thinking and logical approach
- Analytical thinking skills; quickly evaluates situations and reaches well-founded conclusions
- Posses digital acumen, business-language knowledge & problem solving skills
- Capable of defining and managing initiatives/projects; good at Networking and change-management

HOBBIES AND INTERESTS

- Travelling - I have visited 23 countries so far; keen interest in foreign culture
- An avid blogger at <http://meenakshidey.blogspot.in/2014/02/holiday-trip-to-himachal-pradesh.html> ; I am into sketching & Glass Painting