

DEEPAK H. PACHARNE

◆ “Varadshri”, S.No. 81/1, Sudarshan Nagar, Pimple-Gurav, Pune 411061
9960592903 ◆ Email: deepak1000@gmail.com

◆ Mobile -9890968615,

HUMAN RESOURCE GENERALIST

- ◆ **Masters in Personnel Management, MPM with DLL & LW** having experience of 20 years in Talent Acquisition, ER, HR Operations and other Core HR functions, distinguished by commended performance and proven results in the field of Human resource management and Team Development.
- ◆ **Extensive background in HR generalist affairs**, including experience in Talent Acquisition and retention, Induction & onboarding, staff development, staff Welfare, benefits and compensation, HR policies development and legal compliance, developing team building programs.

HR SKILLS

- | | | |
|----------------------------|--------------------------|---------------------------|
| ◆ HR Policies & Procedures | ◆ Talent Acquisition | ◆ Statutory Compliance |
| ◆ Employee Engagement | ◆ General Administration | ◆ Compensation & Benefits |
| ◆ Training & Development | ◆ PMS | ◆ Grievance Management |
| ◆ Operations & Procurement | | |

PROFESSIONAL DOSSIER

Strategic HRM

- Interfacing with Management and Heads of Depts. for devising and implementing HR Strategies, Policies & Procedures in line with core organizational vision & objectives.
- Driving Organizational Development initiatives with focus on building a culture steeped in performance orientation, competency building and service orientation.
- Facilitating effective Change Management; initiating/implementing Best Practices in line with business goals of the organisation.
- Implementing various HR policies and effectively facilitate HR operations across the organization.

Talent Acquisition, Resourcing & Development

- Managing the complete recruitment life-cycle for sourcing the best talent from diverse sources after identification of manpower requirements for new / existing Depts.
- Working out Job Profiles, Roles and identification of Competencies.
- Planning human resource requirements in consultation with heads of different functional & operational areas, overseeing the conduct of selection interviews and induction programs.

Performance Appraisal

- Formulating and implementing increment, incentive and other remuneration policies.
- Managing the Appraisal process across levels; establishing a framework for linking Performance Appraisal with Reward Management.
- Monitoring and facilitating for the performance review feedback for employees including their post review feedback developmental activities.

Training & Development

- Determining training needs of employees; preparing training calendars & organizing training schedules.
- Obtaining trainees' feedback for determining the effectiveness of training programs & carrying out modifications if necessary.
- Developing & appointing internal trainer from Automotive field for conducting in-house training programs for cost effectiveness as well enhancing skill levels. Monitoring the post training implementations.

Employee Relations

- Managing welfare measures, HR - Management initiatives, employee get together, team building activities etc. to enhance motivation levels, productivity and relationship building.
- Caring for people through the assessment of Need Profiles for better physical and psychological well being and spiritual development.
- Conducting Audits and Surveys for identifying issues and preparation of plans for enhancing effectiveness of the organization.

Payroll Management

- Implementing payroll software for processing monthly staff salaries of all branches with requisite deductions like EPF, ESIC, PT, etc.
- Ensuring the statutory payments at right time towards EPF, ESIC and PT..
- Managing & processing accurate salaries of staff with eligible statutory deductions.

General Administration

- Monitoring adherence to Statutory Regulations & Compliance with various Government Agencies; monitoring disciplinary issues & Legal matters. Responsible for overall Administration of infrastructure and its development.

Currently engaged and self employed at “Jaydeep Management Consultancy” as Proprietor for recruiting services since April 2021.

1. KOTHARI CARS PVT. LTD., PUNE

Oct. 2018 – Mar. 2021

Authorized Dealer for Hyundai Motors India Ltd., PUNE

Role – Group HR Head & Admin.

An Authorized Dealer for Hyundai Motors India Ltd., HO at Shankarsheth Road and branches at Aundh, Kharadi, Shirur, Khed Shivapur, Kondhwa for all All Hyundai premium & regular vehicles for Sales having strength of 400 employees.

Self employed engaged with own HR Cum Recruitment Consultancy firm (M/s. Jaydeep Management Consultancy) as Proprietor from Sept 2016 till Oct. 2018

2. NEXA-MARUTI SUZUKI, PUNE

Sept. 2015 – Aug.2016

Maruti Suzuki Authorized Dealer, THE KOTHARI WHEELS, PUNE

Role – Manager HR & Admin.

An Authorized NEXA Premium Dealer for Maruti Suzuki India Ltd., at Vimannagar for all Maruti's premium vehicles for Sales & Service having strength of 500 employees.

3. SUMANKIRTI CARS PVT. LTD., PUNE

April 2012 – Sept. 2015

Authorized Dealer, MARUTI SUZUKI INDIA LTD., Pune

Role – Head HR & Admin.

An Authorized Dealer for Maruti Suzuki India Ltd., at Baner sales & Tathawade for Service for passenger vehicles for Sales & Service & Spare having strength of 150 employees.

4. ACE KUDALE CAR PVT. LTD.**Mar. 2009 – Dec. 2011****Role - HR & Admin. Manager,**

Authorized Dealer for Maruti Suzuki India Ltd., for passenger vehicles for Sales & Service & Spare having strength of 500 employees.

5. MY CAR PUNE PVT. LTD, WAKAD, PUNE.**MAY 2007 – OCT. 2008****Role – Assistant Manager HR & Admin.****6. KARROX TECHNOLOGIES LTD.
(ZAIN INFORMATION SYSTEMS).****APRIL 2006 - MAY 2007****7. SYMBIOSIS SOCIETY, S.B.Road, Pune****March 2004 – FEB. 2006****Role - HR Co-ordinator****8. SHIVSHAKTHI BIOPLANTTEC LTD., HYDERABAD.****Nov. 2001 - Feb. 2004****Role – HR Executive for Aurangabad, Nagpur & Pune**

INTERNSHIP DETAILS

♦ Sudarshan Chemicals Group of Companies (Paint & Pigment Division).

Project Title: “Industrial Safety Management” Successfully completed in July 1999.

SCHOLASTICS

Qualification	University/School	Year	DIV/ GRADE
MPM (PM & IR)	IMCC, PUNE UNIVERSITY	2000	FIRST CLASS
D.L.L. & L.W.	SYMBIOSIS LAW COLLEGE	2001	PASSED CLASS
B.A (ECONOMICS HONS.)	SYMBIOSIS ARTS COLLEGE	1998	FIRST CLASS
12 th (AISSCE)	KENDRIYA VIDYALAY	1995	SECOND CLASS

Computer Skills:

- ♦ MS Office (Word, Excel, PowerPoint, Outlook)
- ♦ DMS Software, Ms Outlook, Google Sheets

Competencies:

- ♦ Quick learner, adapt well to changes and pressures in workplace.
- ♦ Work effectively & efficiently with diverse groups of people.
- ♦ Self motivated with optimistic approach.
- ♦ Ambitious and committed to result and excellence.

PERSONAL DOSSIER

Date of Birth: 21st March 1977
Marital Status: Married
Languages known : Hindi, English, & Marathi
Passport No: V4467455 (Valid Till 2031)
LinkedIn ID: www.linkedin.com/in/deepak-pacharne-265a981b

Date:

Deepak H. Pacharne