

HARI NV SAI PAVAN

Human Resources Manager | HR Business Partner | Talent Acquisition

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Professional Summary

Human Resources manager with 8+ years across **GCC/tech, corporate services, telecom and manufacturing**, with a balanced profile of **Talent Acquisition (50%)** and **HR Business Partnering & HR Operations (50%)**. Partner to CXOs, BU heads and site leaders on **workforce planning, hiring, performance & talent management, employee relations, engagement** and **HR governance**. Known for reducing **time-to-fill**, improving **offer-to-join** and **early retention** and sustaining **>95% PMS completion** with clean, data-led HR rhythms.

Core HR Strengths

Talent Acquisition (50%)

- **Workforce Planning & Intake:** demand / supply mapping with leaders, role scoping, JD design and hiring plans.
- **End-to-End Recruitment:** sourcing, screening, interviews, assessments, offers, negotiation and pre-joining engagement.
- **TA Channels & Vendors:** job portals, LinkedIn, referrals, agencies and campus; source-mix optimisation and SLA tracking.
- **Offer-to-Join & Onboarding Support:** O2J improvement, joining trackers, D-3 readiness checklists, coordination with HR/IT/admin and managers.

HR Business Partnering & HR Operations (50%)

- **HRBP & People Planning:** org / team structure support, headcount planning, succession visibility, leadership coaching and change enablement.
- **Performance & Talent Management:** KRAs/OKRs, review cadence, calibration support, PIP enablement, career and development conversations.
- **Employee Relations & Engagement:** ER case handling, policy interpretation, manager enablement, engagement calendars, recognition and pulse/eNPS follow-through.
- **HR Ops, Payroll Inputs & Compliance:** HRIS hygiene, attendance and variable pay inputs, PF/ESI/statutory coordination, audits and SOP/policy governance.
- **HR Analytics & Governance:** dashboards for HC/flow, TTF/O2J, attrition, ER and PMS; KPI packs for WBR/MBR with clear actions and owners.

Education

MBA (HRM & Finance) – IIBM Institute of Business Management, 2021.

Key Metrics Snapshot

Focus Area	Metric	Result / Impact
Talent Acquisition	Time-to-fill	~22% reduction for priority GCC / tech / support roles
Offer & Retention	Offer acceptance & 0–90d attrition	+8pp offer acceptance; 15–18% reduction in early attrition
Performance	PMS completion	>95% on-time closure across cycles
Engagement	eNPS / satisfaction	+10–12 point improvement in focus teams
Compliance	PF/ESI & payroll data	Zero major audit non-conformances

HR Projects & Initiatives

- Designed a simple **people planning & TA governance** model (intake templates, ageing dashboards, closure trackers) used across multiple functions.
- Built **HR KPI packs** (HC/flow, TTF/O2J, attrition, PMS health, ER) for WBR/MBR, improving decision-making and action follow-through.
- Led **offer-to-join & early-retention** improvement efforts with managers using pre-joining connects, realistic previews and manager-led onboarding.

Professional Experience

Welspun GCC (Welspun Transformation Services Ltd.)

Assistant Manager – Human Resources (HRBP & Talent Acquisition)

Hyderabad

May 2025 – Present

- Act as **HR Business Partner** for GCC, technology and corporate support functions; co-own people plans (head-count, skills, succession, engagement) with leaders.
- Lead **end-to-end recruitment** for key functions; introduced an offer & joining tracker (ageing, risk flags, actions) helping **cut TTF by ~22%** for critical roles.
- Own **HR operations & payroll inputs** for assigned population (HRIS, attendance, LOP, allowances, shift/OT) with maker-checker checks.
- Manage **PF/ESI & compliance** coordination with payroll/consultants; maintained clean MIS, nominations and digital records with **zero internal-audit NCs**.
- Run **ER & engagement** rhythms (case register, skip-levels, pulse actions), contributing to **~17% early-attrition reduction** in flagged teams.
- Anchor **PMS cycle** (goal setting, reviews, calibration support, communication) and sustain **>95% on-time completion**.
- **HR Tech:** Work on **Welpro HRMS** for HRIS, attendance and employee self-service, with reporting via advanced Excel / Power BI.

Flipkart

HR Business Partner & Talent Acquisition Partner

Bengaluru

May 2024 – May 2025

- Partnered BU heads as **HRBP** for fast-paced teams across multiple locations, balancing people priorities with delivery goals.
- Worked with central TA and hiring managers to plan and execute **TA drives** for growth and peak periods; ensured visibility on requisition ageing and pipeline health.
- Standardised **lifecycle & attendance processes** (HRIS, attendance, variable pay inputs) to reduce payroll queries and improve data quality.
- Handled **employee relations** on policy, compensation and work-practice queries; ensured consistent documentation and closure as per HR guidelines.
- Co-designed **engagement and recognition** initiatives linked to quality and productivity metrics.
- **HR Tech:** Used **SAP SuccessFactors** and internal HR portals for employee lifecycle, PMS and reporting.

Reliance Jio

Assistant Manager – HR (HRBP, TA Coordination & HR Operations)

Hyderabad

Dec 2021 – Apr 2024

- Managed **business HR** and HR operations for multiple units; partnered with central TA on timely hiring, selection decisions and joining readiness.
- Ensured **clean HRIS and payroll inputs** (attendance, incentives, allowances, recoveries), significantly reducing payroll and billing queries.
- Supported **PF/ESI & statutory** activities (registrations, exits, inspections); kept records and statutory documents audit-ready.
- Ran **retention & coaching** connects (1:1s, group sessions on compensation and expectations), contributing to **+14% improvement in voluntary retention**.
- **HR Tech:** Worked on **Workday** and AI-enabled internal HR tools for workflows, data hygiene and people analytics insights.

Amara Raja Group

Trainee → Senior Executive – Human Resources & Talent Acquisition

Tirupati

Jun 2017 – Nov 2021

- Delivered **core HR operations** for a large site: joinings, documentation, HRIS updates, attendance/leave management and HR letters.
- Supported **hiring for multiple functions & levels** by coordinating with hiring managers, agencies and local channels.
- Coordinated **onboarding & induction** (organisation overview, policy, mandatory trainings), ensuring all new joiners completed required modules.
- **HR Tech:** Used **PeopleStrong** HRMS for employee data, attendance, workflow approvals and statutory documentation.