

Experienced HR Business Partner with a strong background in leading HR functions across wholesale banking sectors and Decision Science Unit, specializing in talent acquisition, Vendor management and policy compliance. Proven ability to manage end-to-end recruitment processes and support business objectives through effective HR strategies and data-driven decision making.

IndusInd Bank

Sept 2023 - [Present]

Assistant Manager - HR Business Partner & Talent Acquisition [Wholesale Banking Group & Decision Science Unit]

Roles & Responsibilities:

- Responsible for leading wholesale banking departments & DSU/CM vertical for the bank pan India.
- Developed and implemented talent acquisition strategies, managing end-to-end recruitment processes to meet departmental needs.
- Drive all the HR agendas in the business teams. Ensure employees adhere to all HR practices & policies.
- Talent acquisition: Understanding the business needs & requirements and playing an end-to-end recruitment role.
- Ensuring smooth onboarding of new joiners and post joining formalities. Employee Grievance Management.
- Vendor Management HRIS & Data analytics-Support and advice business based on data and facts.
- Sending Manpower & Attrition tracker monthly
- Maintaining daily trackers and weekly updates to business heads on hiring of each department.

YES Bank - HO - Santacruz [May 2021 - Sep 2023]

Roles & Responsibilities:

- Managed end-to-end operational activities and recruitment process for Business Digital Technology & Solutions and Human Capital functions.
- Worked on Darwinbox for creating position, requisition codes, offer generation, employee codes, transfer, reporting manager changes, etc.
- Coordinated with candidates to complete pre-offer documentation & ensuring compliance.
- Following up with candidates throughout the Pre-onboarding journey until successful onboarding.
- Maintaining day-to-day trackers, Exit & Joining tracker.

HDFC Life Insurance - HO [May 2019 - May 2021]

Roles & Responsibilities:

- Sourced candidates via Naukri, RippleHire, career portals, job postings, and walk-in drives.
- Conducted interviews and coordinated with stakeholders for smooth hiring.
- Administered Aon GATE & CoCubes assessments and shortlisted candidates.
- Managed end-to-end onboarding, documentation, and compliance.
- Organized employee engagement activities to boost morale.
- Handled end-to-end operational recruitment with timely closures.

Qualification Details:

- Master's in Business Administration (HR) [2025 - 2027]
- Bachelor of Management Studies from Mumbai University [2019]
- H.S.C. from Maharashtra State Board [2016]
- S.S.C. from Maharashtra State Board [2014]

Personal Details:

- Location - Santacruz [East]
- Gender - Female
- DOB - 21st May 1999
- Language : English, Hindi, Marathi
- Nationality - Indian