

HEMANT GUPTA

Senior HR Leader | HR Business Partnering | Innovator, Strategy & Solutions



An experienced, dynamic senior HR executive with a unique blend of HR and Operations expertise. A leader and versatile team player who thrives on challenges and gives full commitment to achieving successful results. Stepping forward with over 22 years in Human Resources, achieving business outcomes through a participative management style, successful influencing & leadership skills that enables effective HR solutions. I remain as a significant contributor framing strategic roadmaps across the gamut of HR that encompasses Policy & Procedures, OD Interventions, Competency Assessment, Compensation & Benefits, Talent Mapping, Employee Engagement. I am currently designated as Senior Manager HR (Heading HR Business Partnering) at Commvault Systems (I) Pvt. Ltd., serving as the primary evangelist of culture, working directly with the most important asset, "Human Capital". Adept at partnering with key stakeholders across the organization to define & lead the change for building a global operations function that supports core human capital activities. I am looking to work in HR Leadership positions that give me an opportunity to collaborate with senior business leaders in achieving organizational goals & enhancing business profitability through my expertise in providing viable HR interventions at a strategic & operational level.

Work Experience

Since Oct 2011

Senior Manager HR (Heading HR Business Partnering)

Commvault Systems (I) Pvt. Ltd.

July 2007 – October 2011

General Manager – HR & Admin | OSI Systems Pvt. Ltd.

Hyderabad

May 2005 – June 2007

Torry Harris Business Solutions Pvt. Ltd., Bangalore

July 2006 – June 2007

Senior Manager – HRD, UK onsite

May 2005 – June 2006

Competency Manager

Compelling Edge

- Played a stellar role in acquiring certification for Commvault as a Great Place to Work from Great Place to Work Institute for 3 years consecutively (2017-18, 2018-19, 2019-20).
- Bagged the award of "India's 100 Best Workplaces for Women 2020".
- Distinction of having worked on many Diversity and Inclusion initiatives (including The Pride March).
- Successfully led campaigns to introduce Reimbursement System (reducing employees tax burden, Competency Matrix & Recruitment Incentive Plan).

Certifications

- Six-Month Certificate Course in Competency Mapping from T. V. Rao Learning Systems.
- Certified as Learning & Development Manager & Psychometric Test Professional from Carlton
- Advanced Management Institute, USA in India (Middle Earth Consultants).
- Completed HR Analytics Master Course with Excel, Python and R from Udemy.
- International Certification- HRMP®.

Earlier Assignments

- **Nov 2001 – Apr 2005**
Associate Professor & Head of IT Department
MATS Institute of Mgmt. & Entrepreneurship, Bangalore.
- **Feb 2001 – November 2001**
Senior Faculty
Compudyne Winfosystems Ltd., Bangalore.
- **Sept 1998 – Jan 2001**
Senior Systems Associate in Executive Training Group
Delta Information Services Ltd., Chandigarh.

Skills

- Compensation & Benefits Benchmarking
- Employee Engagement & Retention
- Corporate Social Responsibility
- Statutory Compliance
- CXO / Stakeholder Relationship
- Networking & Leadership Skills
- HR Analytics
(Talent, Workforce & People)

- Strategic Operations
- HR Business Partnering
- Policy Formulation
- HR Budgeting
- Organization Development
- Training & Development
- Talent Acquisition
- Manpower Planning
- Performance Management
- Competency Assessment
- Compensation & Benefits
- Performance Appraisal

Compensation & Benefits

- Craft a competitive pay structure, including salary benchmarking, pension arrangements, benefits management and annual compensation events such as bonus and salary review.
- Design compensation packages, bonus programs including loyalty benefits, referral schemes, retention benefits and non-monetary gifts for personal occasions and target achievement as per the employee grade.
- Design a comprehensive salary structure for each position classifying the salary into broad salary components according to the employment grades.

Performance Management

- Develop a performance management policy in consultation with business and department heads. Define performance standards, key competencies and procedures for measuring and rewarding employee performance.
- Create a functional and behavioral competency framework for every department and designation within the organization. Draft KRAs and KPIs for all positions within the organization in line with the Balanced Score Card approach to performance management.
- Conduct annual employee performance appraisal including offering guidance and training to line managers in conducting performance review interviews and rating performance.

Work Experience

Since Oct 2011

Senior Manager HR (Heading HR Business Partnering) | Commvault Systems (I) Pvt. Ltd.

- Shouldering the responsibility of aligning the business objectives with employees and management in designated business units.
- Formulating partnerships across the HR functions to deliver value-added service to management and employees that reflects the business objectives of the organization.
- Providing HR policy guidance and interpretation & restructuring policies to be recognized as a preferred employer.
- Analyzing trends and metrics in partnership with the HR group to develop solutions, programs and policies.
- Maintains in-depth knowledge of legal requirements, reducing legal risks and ensuring regulatory compliance.
- Implemented numerous OD interventions - training on behavioral event interviewing skills, institutionalized competency based hiring, car lease program and implemented employee engagement surveys.
- Developed training programs (on executive presence & leadership development), mentoring circle program, employer branding activities (corporate film for campus hiring, code contest etc.) and enabled a 360 degree feedback mechanism for managers.
- Developing & evaluating CSR initiatives; analyzing its impact & cost / benefit of new programs. Developing action plans to ensure the organization has a best in class CSR program.

July 2007 – October 2011

General Manager – HR & Admin | OSI Systems Pvt. Ltd., Hyderabad

- Leveraged opportunities to set-up the company's first HR department with over 330 employees from the ground up.
- Successfully built the department including Policy Formulation, (Leave, Insurance, Travel, Employee Referral), HR Budgeting, Talent Acquisition / Staffing Plan, Payroll & Compensation Analysis (with Hewitt), Benefits Plans, Performance Evaluation Process, Training Programs (communication skills, performance management, leadership development), Employer Branding (with upper crust), HR Infrastructure and designed the Employee Handbook.

Areas of Critical Impact

HR Business Partnering / Policy Formulation

- Develop and nurture partnerships through human resources to bridge the divide between management and employees.
- Successfully balance employee needs with business objectives to create integrated solutions.
- Collaborate with colleagues in the human resources department to develop strategies, policies & programs.

Talent Acquisition / Recruitment

- Shoulder the entire gamut of activities pertaining to Talent Acquisition across the business line. Understand the talent pool, analyze market intelligence, streamline the recruitment process, involved in negotiating, onboarding and employer branding.
- Drive nation-wide sourcing strategies including manpower planning & budgeting to support the organization's ambitious growth plan.
- Negotiate and engage the services of consultants for the recruitment of critical leadership position across the zone.

Employee Engagement

- Implement engagement strategy and execution of the same from the preparation of detailed plans to impact analysis, ensuring timely execution of various initiatives across locations within allocated budgets.
- Conceptualize the Engagement Survey so as to define the engagement score of people managers and its implementation to determine the employee satisfaction index.
- Create an empowered and energetic workplace environment by organizing numerous engagement initiatives.

May 2005 – June 2007

Torry Harris Business Solutions Pvt. Ltd., Bangalore

Senior Manager – HRD, UK onsite | July 2006 – June 2007

Competency Manager | May 2005 – June 2006

- Implemented and reviewed employee rotation for all Onshore & Offshore division operations.
- Designed a formal competency assessment program with onboard assessments and shore-based training as the basis.
- Developed instructor-led, computer-based and self-paced training programmes for the offshore employees and integrated it into the competency program.
- Introduced OD solutions (competency framework, performance management system & succession planning tools). Developed a pre-requisites and promotion matrix, outlined the requirements for each role, and for promotion to the next role.
- Deployed various employer branding strategies to make the organization stand out in the competitive hiring market & developed relationships with key educational institutions to facilitate campus hiring / pre-placement talks etc.

Academics

2003

Master of Science in E-Business | Sikkim Manipal University.

1998

Diploma in Personnel Management | Institute of Management Technology (IMT), Ghaziabad.

1996

Post Graduate Diploma in Computer Applications & Data Processing | National Institute of Technology, Jamshedpur .

1994

Bachelor of Science | Ranchi University.

Technical Proficiency

Cornerstone OnDemand | Work Day | MS Office