



DIPESH DINESH KARALE

Om sai nagar kamlapur midc waluj Aurangabad

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OBJECTIVE

To secure a challenging position in a reputable organization to expand my learnings. knowledge. and skills.

EXPERIENCE

✓ Sydlar Electronics pvt ltd

Sr. Executive HR & Admin

Current organization

Working as a HR & Admin head. working in Payroll. Training & Development. recruitment . Legal Compliances. employees relationships. Manpower Handling. employees Engagement Activitys. Admin Activitys. Facility Management & all Administration tasks. Manage all security process trainings like first aid. Fire fighting Apprentice & (Boat) Etc... Spearheaded talent acquisition efforts, resulting in a 15% improvement in the quality of new hires. Implemented innovative employee development programs, contributing to a 20% increase in staff productivity. Led HR initiatives to enhance employee engagement, resulting in a 10% improvement in overall workplace satisfaction

✓ Rucha Engineers pvt Ltd

HR Executive

Jan-2022 - Feb-2023

Experienced and results-driven HR Executive with a proven track record in talent acquisition, employee relations, and strategic human resource management. Adept at implementing HR initiatives to enhance organizational effectiveness and employee engagement. Strong interpersonal and leadership skills with a commitment to fostering a positive work culture. Working in payroll. Training & Development. Recruitment. Employees Engagement Activitys Guest Entertainment. & Admin Activitys. Legal Compliances Esic. PF.

✓ Shree Ram Enterprises

Jr. officer HR

Jan 2020 - Dec 2021

Working in Time office & payroll. Manpower power Management.

EDUCATION

✓ HI-TECH COLLEGE OF MANAGEMENT & COMPUTER SCIENCE

B.B.A

2017 To 2020

65.50 percent

✓ ADITYA COLLEGE OF MBA

M.B.A (HR)

2023

MBA (HR)

SKILLS

Ms Excel. Ms Office. Ms word. Power point. SAP HCM. Training & Development. Payroll. Admin Activitys. Problem Solving. Leadership . Employee Relationships. Employees Engagement Activitys. Talent Acquisition. Performance Management. Training and Development. HR Strategy. Conflict Resolution. Compliance and Legal Knowledge.

PROJECTS

✓ BAL TPM Excellence Audit

ADDITIONAL INFORMATION

More Than 3 Years of Work experience as a HR & Admin in a various Industries Working in a TPM Excellence Audit. OSHAS Etc... Successfully reduced time-to-fill by 20% through efficient recruitment strategies. Implemented employee development programs resulting in a 15% increase in overall team productivity. Managed employee relations, resolving conflicts to ensure a positive work environment. Developed and executed training programs, contributing to a 25% improvement in employee satisfaction.

INTERESTS

Reading Books. Learning New Things. Playing Volleyball. Traveling. Interact With New People's

LANGUAGE

English

Hindi

Marathi

ACHIEVEMENTS & AWARDS

Best Safety Kaizen

Best Safety Activities

Best Zone Award

Digital Assessment Test Kaizen

ACTIVITIES

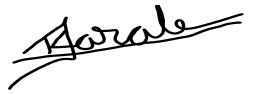
TPM Activities

Safety Activities

Employees Engagement Activities

Guest Entertainment Activities

Manpower Coast Savings project Activity

Signature: 
Dipesh Dinesh Karale