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ESHA JAMES VARGHESE

EXPERIENCE

HEALTHPOINTE SOLUTIONS INC.

(15.04.2019-29.02.2020)

HR GENERALIST

- Handle end to end recruitment process
- Provide high-quality advice and service to management on daily employee relations and performance management issues
- Assist with budget payroll processing
- Participate in developing organizational guidelines and procedures
- Investigate complaints brought forward by employees
- Recommend strategies to motivate employees
- Assist in development and implementation of human resource policies
- Coordinate employee development plans and performance management
- Maintain employee personnel records
- Conduct exit interviews and recommend corrective action if necessary
- Identify future staffing needs
- Monitor employee morale and company culture
- Organizational and space planning

ABOUT ME

Experienced Human Resource professional with a demonstrated history of working in the Data science service Industry. Strong community and social services professional with a MBA focused in HR and Marketing.

TRAINING/INTERNSHIP

1. Successfully completed two Live Project with SAP SERVICE DIVISION OF HCL TECHNOLOGIES

Project1: (14.01.16 – 19.02.2016)
 Completed project on CAPTIVATING EMPLOYEES-SAP HANA in which

- Proposed ways to make employees of HCL to learn SAP HANA voluntarily
- The proposal was beneficial in a way that it can create awareness, interest & desire among employees to learn SAP HANA
- The ways chosen for captivating the employees were fun way i.e. Flash game, Videos, Contest etc.
- Through this project we were trying to win hearts and minds by emphasizing how new tool benefits the organization as well as employees.

Project 2:

1. Recreated Presentation from SAP Learning Hub on the topic SAP IOT- SAP Vehicle Insights (11.09.2016 – 10.10.2016)

BUSINESS ANALYST

- Support documentation of healthcare business functions
- Decode requirements into detailed business flowcharts, documents
- Collaborate with engineering teams in detailing the business requirements
- Participate in functional testing and UAT testing's
- Properly apply diagnosis and procedure codes to medical charts, records and related documents
- Maintain accurate and complete patient health records
- Ensures compliance with healthcare law, regulations and standards related to information protection, privacy, security and confidentiality

INSOFE

(03.04.2017-30.09.2018)

EXECUTIVE-HR RECRUITMENT'S

- Specialized in Analytics, Data Science, Big Data hiring across the industry
- Collaborating with hiring managers of the clients and understating their requirements
- In direct contact with the decision makers of some of the fortune 500 companies
- Worked on various ad hoc requirements and was able to close 20 analytical position in a Quarter
- Created database of job opportunities through various job portals
- Screening student's profile for opportunity mapping along with resume critique and
- Organizing interviews with clients
- Organized recruitment drives to close various internal positions
- Interviewed candidates for different roles to close internal positions

2. Completed internship at HCL Technologies with HCL AXON Service Division in core area
Successfactors: **(03.04.2016 – 31.05.2016)**

- Built a demo system on Performance Management and Goal Management in SF module.
- Analyzed the new functionalities in PMGM module in SF
- Planned and Executed **SAP HANA TECHNOVATION** (technical event)

SKILLS

- Excellent team player and adherence to agile methodologies
- Effective communication to project stake holders about the task status and risks
- Cooperative and team focused attitude
- Integrity: Shows consistency between action and words on a consistent basis
- Performance: Demonstrates urgency in pursuing goals, put in extra effort to achieve outcomes required, has a strong commitment to quality and accuracy

EDUCATION

MBA-Human Resource & Marketing (2015– 2017)
International School of Management Excellence

Bachelor of Engineering-CSE (2010– 2014)
O.P Jindal Institute of Technology

HIGHLIGHTS

- Chaired as Executive of Academic Club in ISME
- Student Coordinator between NHRD and College for monthly meets in Bangalore
- Got **BEST UPCOMING INTERN AWARD in HCL Technologies during Internship**
- Secured First position in NEN(National Entrepreneurship Network) event
- Got on the **SPOT RECOGNITION AWARD** for excellent contribution towards the projects assigned in **HEALTHPOINTE SOLUTIONS Ltd.**