



# Kusuma G

## HR Manager

I am HR Manager who's passionate about people - centred development as well as strategic decision making . I have expertise of 8+ years, I work closely with heads and leaders to understand the manpower requirement.

## Contact

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9742117397

**Email**  
kusuma.hrgeneralist@gmail.com

**Address**  
JP Nagar , Bangalore

## Education

2012- 2013  
**MBA - HR**  
VMU- Salem

2006- 2009  
**BBM - HR**  
Bangalore University

## Expertise

- Recruitment
- Employee Relations
- HRIS Management
- Policies and Procedure
- Joining and Exit formalities
- Employee Engagement

## Language

English  
Kannada

## Experience

Feb 2023 - Present  
Bionova Life Sciences

### HR Manager

1. Responsible for recruitment and onboarding
2. Taking care of Induction and training programmes
3. Handling attendance system, leave management and payroll process
4. Generating and implementation of policies
5. Spoc for HR activities

2020 - 2023  
Chrysalis High

### Executive - HR & Operations

1. Managing end to end recruitment process
2. Facilitated new hire orientation and onboarding
3. Managing exit formalities

2015 - 2019

VIBGYOR Group of Schools

### HR Generalist

1. Managed and updated HRIS
2. Attendance and leave management
3. Managed weekly reports regarding to manpower requirement

2011 - 2013

WIPRO INFOTECH

### TALENT ACQUISITION

1. Responsible for recruitment for 2 divisions (Contract staff)
2. Vendor Management
3. Staffing

## Reference

**Ms. Ritu Sarvahi**  
Principal, Chrysalis High

Phone: 9029542943

**Mr. Shreedhara V N**  
GM - TA, WIPRO Infotech

Phone: 9845584843