

AMRITA ROY

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Kolkata, 711103

Skills

- Strategic HR Planning & Leadership
- Talent Management & Development
- Stakeholder Management (Internal & External)
- Employee Engagement & Retention
- Performance & Compensation Management
- Change Management & Process Improvement
- HR Policy Development & Implementation
- HR Operations & Shared Services
- Diversity
- Equity & Inclusion (DE&I)
- Workforce Planning & Analytics
- Business Acumen
- Communication & Interpersonal Skills
- Problem Solving & Decision Making
- SAP SuccessFactors (EC Performance)
- HR digital transformational specialist

Language

- English
- Bengali
- Hindi

Summary

Dynamic and result-oriented HR Leader with nearly 19 plus years of progressive experience in Talent Acquisition, HR Operations, HR Digital Transformational Specialist, HR Business Partnering, Capability Building, and Strategic Workforce Planning across the Electrical, Consumer Durables, and Building Materials sectors. Proven expertise in driving end-to-end HR transformations, building high-performance teams, and fostering business-aligned engagement frameworks. Targeting a strategic leadership role to steer HR excellence, strengthen people practices, and co-create future-ready organizations through data-driven decision-making and progressive talent strategies.

Education

XLRI, Jamshedpur

Post Graduate Certificate in Human Resource Management

2012

Institute of Business Management & Research , Kolkata

MBA in Human Resource Management

Kolkata

2005

Rajendra Prasad Institute of Management, Mumbai

Diploma in Mass Communication

Mumbai

2003

Calcutta University, Kolkata

B.A. (English)

Kolkata

2002

SAP Certified (Functional)

Experience

Crompton Greaves Consumers Electrical Ltd.

Senior Manager – HRBP

Kolkata & Delhi

Apr 2023 - Sep 2025

- Spearheaded HR initiatives for the East region, streamlining HR processes and policies to enhance efficiency and drive organizational growth.
- Developed and executed talent acquisition strategies, building a robust leadership and workforce pipeline to support business objectives.
- Designed and implemented a structured onboarding program, improving cultural alignment and increasing retention of critical hires.
- Served as the internal HR tech consultant for SAP SuccessFactors, gathering requirements, evaluating solutions, and presenting demos to leadership.
- Collaborated with Corporate HR, IT, and vendors to translate business needs into digital HR processes across key SuccessFactors modules.
- Utilized predictive analytics to identify attrition patterns and implemented targeted retention strategies, reducing talent risks in critical roles.
- Developed and implemented an integrated employee engagement strategy, strengthening alignment and driving sustained retention.
- Partnered with senior leadership to cultivate a high-performance culture through structured performance conversations and feedback mechanisms.

- Managed a dynamic Rewards & Recognition program aligned with business KPIs, fostering a culture of excellence and innovation.
- Conceptualized and launched business-linked engagement campaigns, driving revenue growth and aligning employees with strategic priorities.
- Enhanced organizational capabilities by building internal trainer networks and optimizing training ROI through structured knowledge transfer models.

Century Plyboards India Ltd.

Senior Manager HR Strategy & Organizational Effectiveness

Kolkata, West Bengal

Jun 2017 - Mar 2023

- Led cross-functional HR teams across Talent Acquisition, Organizational Development, Employee Engagement, Performance Management, and HR Operations, partnering closely with business leadership.
- Directed enterprise workforce planning and large-scale talent acquisition for 4,000+ hires across India, including demand forecasting, manpower budgeting, sourcing strategy, stakeholder management, offer negotiations, onboarding governance, and hiring cycle optimization across corporate, plant, sales, and regional roles.
- Owned the end-to-end Performance Management System (PMS) covering goal cascading, KRAs/KPIs, mid-year and annual reviews, performance calibration, bell curve implementation, and closure; aligned PMS outcomes with compensation, promotions, variable pay, succession planning, and individual development plans (IDPs). Also led Learning & Development, HR policies & procedures, and general administration.
- Acted as internal HR Transformation and HR Technology Consultant for SAP SuccessFactors, leading business requirement gathering, solution design, vendor evaluation, leadership demos, UAT, change management, and user adoption.
- Partnered with Corporate HR, IT, finance, and external vendors to translate business requirements into digitized, scalable HR process designs across SuccessFactors modules (PMS, Recruiting, Employee Data, Analytics).
- Optimized recruitment and onboarding workflows using Adrenalin HRMS, improving process efficiency, visibility, and compliance.
- Managed employee lifecycle management including confirmations, role changes, transfers, promotions, and exits, ensuring policy adherence and governance.
- Oversaw third-party workforce and contract labor management, ensuring statutory compliance with labor laws and regulatory requirements.
- Led vendor management for recruitment and learning partners, driving SLA compliance, cost optimization, and quality outcomes.
- Designed and delivered capability-building and leadership development programs aligned with organizational and succession needs.
- Built HR analytics dashboards and MIS covering manpower costs, budget utilization, productivity, performance trends, attrition, and key workforce metrics to support leadership decision-making.

Century Plyboards India Ltd.

Manager - Talent Acquisitions & HR Operations

Kolkata, West Bengal

Apr 2007 - May 2017

- Managed end-to-end recruitment lifecycle, including manpower forecasting, hiring plans, and recruitment budgeting, to ensure timely, cost-effective, and quality talent acquisition aligned with business needs.
- Designed and implemented recruitment process improvements to streamline hiring workflows, reduce turnaround time, and enhance the candidate and onboarding experience from offer to assimilation.
- Built and sustained strong talent supply pipelines through strategic relationships with recruitment vendors, consultants, and referral networks across functions and geographies.
- Led vendor management and governance, including onboarding agencies, SLA management, performance reviews, cost negotiations, and ensuring quality, compliance, and delivery effectiveness.
- Developed HR MIS, dashboards, and analytics covering recruitment metrics, manpower costs, budget utilization, productivity, attrition, and performance trends.

- Streamlined recruitment and onboarding workflows using HRMS platforms (SAP SuccessFactors and Adrenalin), improving hiring TAT, data accuracy, and process governance.
- Acted as internal HR technology partner, supporting requirement gathering, process design, UAT, leadership demos, and change management for HR digital initiatives.

Softweb Technologies PVT. Limited

HR Executive

Kolkata, West Bengal

Nov 2006 - May 2007

- Managed end-to-end recruitment operations, including resume screening, interview scheduling and coordination, candidate evaluation support, and selection documentation.
- Executed employee onboarding and induction processes, ensuring seamless completion of joining formalities, documentation, system entries, and new-hire orientation programs.
- Coordinated monthly payroll inputs by compiling and validating leave, attendance, and employee data, ensuring accuracy, timeliness, and compliance for salary disbursements.

Accomplishments

- Successfully onboarded 250 employees within 90 days through a fast-track Recruitment Drive, meeting critical scaling requirements and ensuring business continuity.
- Led the end-to-end SAP implementation project, managing business blueprinting, UAT, and stakeholder alignment across all HR modules, resulting in improved HR efficiency and data accuracy.
- Implemented the Employee Self-Service (ESS) platform, empowering employees with greater autonomy and reducing HR administrative workload by 30%.
- Spearheaded the successful implementation of Adrenalin across various HR modules, driving digital transformation and standardizing core HR processes across the organization.
- Consistently achieved 'Excellent' and 'Very Good' performance ratings throughout a 15-year tenure, demonstrating sustained high performance and leadership effectiveness.
- Maintained a 98% manning level consistently over 2.5 years through proactive workforce planning and resource optimization, ensuring optimal productivity and minimizing operational disruptions.
- Conducted in-depth attrition diagnostics and executed focused retention interventions, successfully reducing attrition from 42% to 21% over a two-year period, saving the company significant recruitment and training costs.
- Achieved the top regional score across India with a 4.34/5 rating in the Gallup Engagement Survey, demonstrating the effectiveness of employee engagement initiatives and fostering a positive work environment.
- Delivered 10,654 training man-hours with an average of 55 hours per employee and 92% coverage, reinforcing a culture of continuous learning and capability enhancement, resulting in improved employee performance and skill development.
- Facilitated 26 strategic internal talent movements across vertical and horizontal roles, promoting career growth and organizational agility, resulting in increased employee satisfaction and retention.
- Managed end-to-end project management for Adrenalin HRMS implementation, covering project scoping, business blueprinting, and UAT, ensuring successful project delivery and alignment with business requirements.
- Maintained and regularly updated master data in SAP HCM for modules like Recruitment, Personnel Admin, Time, and Payroll, ensuring data accuracy and compliance with regulatory requirements.
- Led the full-cycle deployment of ESS & HONO platforms, from system configuration through User Acceptance Testing (UAT), improving employee

access to information and streamlining HR processes.

- Resolved employee grievances promptly within 48 hours, fostering a responsive and supportive work environment and improving employee morale.

Awards

- Best Collaboration - Recognized for cross-functional teamwork and achieving shared goals.
- Woman HR Business Leader of the Year - Honored for outstanding leadership and contributions to HR strategy.
- Excellence Award - Acknowledged for consistently exceeding expectations and driving impactful results.
- Woman Achiever of the Year - Celebrated for professional achievements and contributions to organizational success.