

IPSITA MUKHERJEE



Contact

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Languages

English
Bengali
Hindi

Hobbies

- Singing
- Dancing
- Watching movies
- Cooking

Summary

HR Executive Professional having 1.6 years of strong experience in recruitment & selection aligning with the requirement of business organization and employees by closely working with business leadership and stakeholders.

Skill Highlights

- Analytical Ability
- Strong decision maker
- Complex problem solver
- Interpersonal skill
- Fast-learner

Experience

Executive HR (RMG-Resource Management Group)
TATA CONSULTANCY SERVICES - (July 2019- Present)
(Business Domain- Retail US)

- Understanding the need of the business and fulfilling the requirements by deploying right resources at right time with right skill and competencies.
- Preparing and daily tracking of manpower from internal pool and deploying them in suitable opportunity in various projects within a stipulated time period
- Validating and facilitating transfer processes, deputation, leave as per policy
- Daily preparing of fulfillment report and sharing it to business leadership
- Collaborating with business leadership to have the alignment on requirements parameters.

Education

- **Master of Human Resource Management**
IISWBM, Calcutta University ((2017-2019)
Percentage/Grade-75.34%(First Class-2nd)
- **Bachelor of Science – Chemistry(Honours)**
University of Burdwan (2013-2016)
Percentage/Grade- 65.62%(First Class)

Computer Skill

MS OFFICE (WORD, EXCEL, POWERPOINT), SPSS