

Mayank Tyagi

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CAREER OBJECTIVE

To work with an organization which provides me an opportunity to grow as a professional as well as an individual, where my potentials can completely have utilized to serve the organizational goal.

Skills

- ❖ **Technical Skills**
 - MS Office
 - E-mail Writing
 - E sourcing
 - HR Management CTC creation
 - Salary structuring
- ❖ **Interpersonal Skills**
 - Communication
 - Teamwork
 - Adaptability
 - Negotiation
 - Motivational speaking

Hobbies

Reading Novels
Listening Music

Languages Known

English
Hindi

Responsibilities

Group leader of the industrial analysis Project on: (Agri-Supplychain management, Warehousing and Post- Harvest Technology).

ACADEMIC INFORMATION

MBA-Agribusiness(General) **Percentage: 76.4%**
July 2020 - May'30 2022
Institute of Agribusiness Management, Bikaner

B-tech (Biotechnology) **Percentage: 69.6%**
July 2015 – June 2020
Sardar Vallabh Bhai Patel University of Agriculture & Technology, Uttar Pradesh

HSC **Percentage: 73.4%**
July 2013 – July 2015
Central Board of Secondary Education, New Delhi

SSC **Percentage: 87.4%**
June 2012- July 2013
Central Board of Secondary Education, New Delhi

WORK EXPERIENCE

COSAMB [Summer Internship]
May'10 - June'25 2021
Research Project on the Agri commodity market.

Learnovate E commerce [Social Media Marketing Intern]
June'28 – August'10 2021
Dealing with Second hand and First hand books Promotion and sales

Midland Microfin Ltd (Trainee)
June'1- July'31 2022
Training all the departments of the NBFC sector.
Field visits, Operational Understanding and functional duties of all departments
Understanding of all the various apps and system of the company

Midland Microfin Ltd (Regional HR)
Aug'1 2022- 20' Nov 2023
KRA fulfillment of the HR Manager and Policy compliance
Looking after the HR needs and daily HR Functions of all 50 branches of the region
Daily reporting and inventory management
Recruitment drive management and induction processing
Resourcing, Content creation and Poster making
Alteration management, Exit Interview and Separation Management
Grievance reprisal, Attendance management, Salary compliance management
Negotiation and compliance management
Training on Hr policy and Employee Engagement

Fusion Microfinance Ltd (Regional HR)

Dec '7 2023 – Till Date

KRA fulfillment of the HR Manager and Policy compliance
Looking after the HR needs and daily HR Functions of all 22 branches of the region
Daily reporting and inventory management and stake holder commitment
Recruitment drive management and induction processing
On boarding Tat compliance FTR compliance
Resourcing, Content creation and Poster making
Alteration management, Exit Interview and Separation Management
Grievance reprisal, Attendance management, Salary compliance management
Negotiation and compliance management
Training on HR policy and Employee Engagement
Branch visit Employee engagement
POSH compliance and other HR compliance management of all branches

