



SivaKumar Kaliyaperumal



Human Resource,
Process Lead

Bahrain,
Salmaniya.



PERSONAL INFO

BIRTH DATE

04 June 1981

NATIONALITY

Indian

YEARS OF EXPERIENCE

9 Years

WORK VISA NUMBER

137233059

CONTACT INFO

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Applications

1. SAP Success Factor
2. Workday
3. Ramco System (ERP)
4. ADP Application
5. Power BI (Pursuing)

LANGUAGES

ENGLISH

Tamil

HOBBIES



ABOUT ME

Highly competent human resource person with 9+ Years of service in managing hiring and onboarding, Employee's compensation & benefit and payroll & performance management tracking, HR records. I had improved the HR process and migrate the payroll into inhouse payroll application. Reliable, Knowledgeable and highly organized person with excellent communication skills and highly proficient with HRIS and other software.



EDUCATION

- 2009-2011 University of Madras
MBA Human Resource Management
- 2005 -2008 University of Madras
BBA -Human Resource Management
- 2001 12th (Higher Sec school)
St Ann's High School
- 1999 10th (S.S.L.C)



CAREER TIMELINE

Ramco
System
Executive
HR

2012 2013 2014 2015 2016 2017 2018 2019 2020 2021

ADP India Pvt
Ltd
Executive
Payroll

Lafargeholcim Ltd (DOL is Nov ,21)
Process Lead (Human Resource)



EXPERTISE

Employee Engagement activities & Monitor House Keeping contract & Security people.

10%

Joining & Exiting formalities and Induction. MIS Reports & Dashboard Preparation and presentation.

40%

10% Compensation & Benefit Maintenance in SAP.

20%

Payroll & Full and final settlement, Record maintenance



SKILLS

Hire to Retire process

Payroll & Compensation and Benefits

Employee engagement and Policies implementation

MIS report & PowerPoint presentation

Excel & other HR Applications