

Arjun Sehgal

HR Business Partner

Gurugram, Haryana · [Phone] · [Email] · [Website or LinkedIn]

PROFESSIONAL SUMMARY

HR business partner with seven years in logistics and warehousing, currently supporting about 1,100 employees across operations hubs in the NCR. Runs performance cycles, workforce planning and employee relations cases, and works closely with site heads on attrition and shift-level engagement. Comfortable with PF, ESI and contract labour compliance for large blue-collar workforces.

SKILLS

HR business partnering · Employee relations · Workforce planning · Performance management · Attrition analysis · Contract labour compliance · POSH Internal Committee · Darwinbox HRMS · Power BI dashboards

EXPERIENCE

HR Business Partner - Operations — National logistics and warehousing company, Gurugram
3 years 6 months · current

- Partner with five hub heads on manpower plans for about 1,100 employees, including seasonal ramp-ups of 300 contract associates before festive peaks.
- Introduced monthly stay conversations with shift supervisors, helping bring first-90-day attrition among pickers down by around eight percentage points.
- Investigate and close 40 to 50 employee relations cases a year with documented findings reviewed by legal before action.
- Serve as a member of the POSH Internal Committee and conduct awareness sessions in Hindi for warehouse teams every quarter.

Senior HR Generalist — Third-party logistics provider, Faridabad
2 years 4 months

- Handled attendance, PF and ESI enrolment and monthly payroll inputs for around 600 staff across two fulfilment centres.
- Audited records of four manpower contractors against contract labour rules and closed every gap before the annual statutory inspection.
- Rolled out biometric attendance at both sites, reducing manual payroll corrections from roughly 70 a month to under 15.

HR Executive — Auto-components manufacturing unit, Manesar
1 year 3 months

- Coordinated shop-floor hiring drives with ITIs and filled 60 operator positions within a single quarter for a new assembly line.

- Maintained Factories Act registers and assisted with grievance meetings between supervisors and the workers' committee.
- Tracked daily absenteeism by line and shared a weekly summary that production heads used to plan relief operators.

EDUCATION

MBA, Human Resources — Private management institute, Delhi

BBA — State university, Rohtak

CERTIFICATIONS AND REGISTRATIONS

- SHRM Certified Professional (SHRM-CP)
- POSH Internal Committee member training
- Certificate in HR Analytics

PROJECTS

- Hub attrition dashboard — built a Power BI view of joins and exits by shift that site heads now review every Monday

LANGUAGES

English · Hindi · Punjabi