

# TurnB

## HRBP

TurnB is a business analytics and consulting firm with presence across the geos and clientele including Fortune 500 companies. TurnB consists of a team of Analytics Consultants from various subject backgrounds and expertise in state-of-the-art technologies.

We're looking for a resourceful candidate to join our team as HRBP as we take on the next level of growth. The role will act as a bridge between the HR department and the business units they support, aligning HR strategies with the overall business objectives. They play a pivotal role in driving organizational success by ensuring that human resources practices, policies, and initiatives are in line with the company's goals and values.

## Education Qualification:

- MBA HR or equivalent
- Above 60% aggregate marks for all semesters up to which the results are out.
- No active backlogs. Previous backlogs must be cleared within the normal course completion period.

## Responsibilities:

### Talent Management:

- Proactively source and create talent pools of potential candidates through multiple channels.
- Map and tie-up with relevant colleges/institutes and conduct campus recruitments.
- Plan assessment strategy for open roles and set interview and selection procedures, including screening calls, assessments and in-person interviews.
- Ideation and execution of various employer branding initiatives.
- Partner with Team Leads to forecast quarterly and annual hiring needs by department.
- Design and implement employee development and training programs to enhance skills and capabilities

### HR Operations:

- Consult legal counsel to ensure that policies, actions comply to Statutory regulations by government /non-government bodies. Manage, own and maintain all communication and records required for Statutory compliances.
- Design, implement and communicate HR policies and procedures, ensuring alignment with company values and legal requirements.
- Oversee the end-to-end employee life cycle processes, including onboarding, benefits administration and offboarding.
- Participate in brainstorming sessions to generate fresh ideas and strategies to enhance employee experience and satisfaction.

## Engagement Initiatives:

- Responsible for HR operations, Employee Relations and Business HR teams.
- Conceptualize and execute creative engagement initiatives, events, and activities that foster team spirit, innovation, and employee well-being.
- Actively monitor employee morale and engagement levels, proposing and implementing solutions as needed.
- Plan and execute employee recognition programs to celebrate achievements and contributions.

## Performance Management:

- Support the performance appraisal process by preparation of performance metrics, feedback collection, and performance discussions
- Collaborate with managers to ensure the timely completion of goal setting and performance reviews.

## Cross-Functional Collaboration:

- Liaise with various departments to understand their HR needs and provide guidance on employee matters.
- Work closely with the leadership team to align HR initiatives with the overall business strategy.
- Promote alignment and collaboration across the organization, driving synergy and perspective, demonstrate common process and consistent messaging.
- Understand the business and its challenges to help address the organization and peoples' ask.
- Assist with the change process as the company meets the challenges of growth and the need to scale.

## Data Analysis and Insights:

- Utilize HR analytics to provide data-driven insights and recommendations to inform decision-making.
- Monitor key HR metrics and trends to proactively address potential issues and opportunities.

## Qualities and Strengths:

- Exceptional verbal and written communication skills with the ability to manage multiple projects concurrently.
- Excellent negotiation, interpersonal, organizational and time management skills.
- Critical thinking and adept problem-solving abilities to work well in a fast-paced, dynamic environment.
- A self-starter who can take initiative and make their ideas happen with great enthusiasm.