


Neha Singh

 9810220437

 nehsing@gmail.com

CORE SKILLS

- Organizational Excellence
- Change Management and Business Transformation
- Diversity, Equity, and Inclusion
- Employee Experience
- Leadership Development

EDUCATION

2005
Master of Business
Administration (MBA) Human
Resources and Finance |
Rajasthan University

2003
Bachelor of Science |
Rajasthan University

PROFESSIONAL SUMMARY

A People leader who collaborates with key functional heads to co-create value for the company through organizational excellence, change management, transformation, and capability building.

EXPERIENCE

09/2007 - Current

BioXcel India (E.Z. BioXcel Solutions Pvt. Ltd) | Gurgaon
Assistant Vice President- Human Resources

Integral part of the leadership team, Identify and implement strategies and initiatives with regards to human assets that support business objectives and the organization's vision, mission, and values

- Partnering closely with management to define activities to support change and transition, design stakeholder engagement plans & execute communications strategy.
- Work with department leaders and other key stakeholders to establish a strategic vision needed to support and drive the business.
- Responsible for the corporate diversity, equity and inclusion strategic plan and initiatives.
- Driving key people initiatives across departments, including workforce planning, budgeting, compensation, rewards & recognition, and leadership hiring.
- Leading and developing a team; providing direction, feedback, and ongoing communication to the team.
- Adoption of new technologies and workflows for optimizing efficiency.
- Plan creative people solutions that assist in sustaining a positive working environment to foster employee engagement
- Creating a culture of continuous learning and performance improvement.

12/2006 - 09/2007

Bharti Telesoft Ltd
Employee Relation

01/2006 - 12/2006

IBM Business Process Services Pvt. Ltd
Senior Executive- Leadership Development