

UJALA TEGTA

HR

DETAILS

PHONE

+918219915691

EMAIL

tegtaujala07@gmail.com

SKILLS

Compliance Knowledge

Employee Relations

Change Management

HRIS Management

Onboarding Processes

Performance Appraisal

Talent Acquisition

SUMMARY

- Detail-oriented professional with 3+ years of experience in **[field]**. Skilled in **[key skills]**. Seeking to contribute to **[type of team/company or goal]**.
- Creative thinker with a passion for **[field]**. Experienced in **[tools or platforms]**. Looking to bring fresh ideas to a forward-thinking team.

EXPERIENCE

Human Resource, Healthviser

Mohali

Jun 2024 - May 2026

- Utilized HR metrics to drive strategic decision-making and growth.
- Led diversity initiatives, enhancing team innovation and creativity.
- Conducted market analysis, ensuring competitive salary structures.
- Facilitated conflict resolution, fostering a harmonious workplace culture.
- Developed HR policies that improved compliance and reduced risks.
- Implemented training programs, boosting employee performance by 25%.
- Streamlined recruitment process, reducing time-to-hire by 30%.

EDUCATION

MCM DAV COLLEGE , BA

CHANDIGADH

2018 - 2021

CHANDIGADH UNIVERSITY , MBA

PUNJAB

2022 - 2024