

NAME

Maini Soman Dharam, VP - (IOBG) Way2Brain



Education

M.PHIL (Applied)

MBA – H.R. Management (M.G.University)- Mahatama Gandhi University.

M.A – Psychology (EILM- University)- Eastern Institute For Integrated Learning In Mgmt.

B. COM - H. R. College Of Economics And Commerce - Bombay University

Certified DMIT- Dermatoglyphics Multiple Intellegence Test Counsellor And Sr. Mentor.(Brain Mapping)

Specialization

Business Management, Administration,
Human Resources Management
Training, Counselling & Mentoring

(Thru : ISO 9001 : 2008 Quality Management System For : Marketing, Counseling & Process Of Human Terminology To Avail Computerized Behavioral And Medical Biometric Analyzed Report Based On Dermatoglyphics Study.)

Accrediation By The Joint Accrediation System Of Australia And New Zealand ACC NO M4 130808IN.

Present

Vice President (IOBG)

Corporate Development And Training
WAY 2 BRAIN DMIT Pvt. Ltd. .(An ISO 9001:2008 Certified Company)

Previous Engagements

Manager Recruitment – HR-(IOBG)
(Human Resources) International Operations.
Voltas Limited.(A TATA Enterprise)

Senior Consultant
(Human Resources)
Continental Contractors
Human Resource Consultants.

Senior Consultant(Human Resources)
Techno Quest Manpower

(BAHRAIN,PHILIPPINES, UK & INDIA)

Senior Personnel Officer

(Human Resources)
Construction Division

**MOHAMMED AL-MOJIL GROUP DAMMAM,
KINGDOM OF SAUDI ARABIA**

Group Marketing Manager

Lodha Group Of Companies

Dark Horse Advertising (I N S Accrediated)

Manager [Operations]

'ATN ' [Asia Television Network]

Oriental Finance Corporation

Manager Marketing (All India)

Bombino Video Pvt. Ltd. Bombay

Manager Marketing (All India)

Video King (India) Pvt. Ltd. Bombay.

Actively handled recruitment based on selections as per “**human potential research** “ method for **world's tallest tower** where the undersigned was **personally responsible** for sourcing, selection and deployment of man power along with the technical team.

Also part **responsible for training centres** (07 in number thru out india), identification and establishment of new training centres in countries like, bangladesh, srilanka , nepal and other indian states.

Co-ordination with projects at **international and national** levels for trainees pre and post training sessions. Apart from / along with regular deployments for overseas sites and related administration works.

Attended work shop : At VOLTAS Limited.

Mini Relationship Management Programe

Effective Interviewing Skills.

Strengths:

Good communication skills and ability to adapt with the new environment.
Sound knowledge of planning projects (man power), staff allocations and cost study, related hr-functions. Career guiding and placement.

Knowledge of documentation, procedures, research and development
Related to human resources, sourcing, training, deployment, and other hrd related activities.

Not restricted to, and extended services in recruiting, training
Personality development, languages co-ordinations & deployment of nursing professionals to international facilities.

Work assessment, rectification, analysis & implementation of default systems with performance appraisal & competence development. Also have vast experience in the field of marketing, administration, public relations, counseling and other related capabilities.

Summary of job accomplishments:

- General administration & controlling a team of personnel in different departments & projects. Initiating procedural guidelines to regularize & simplify routine personnel / hr related matters.

- Hrd related individual / group transactional & psycho analysis followed with advice & guidance from grass route level to upper management cadre.
- Work assessment, rectification, analysis & implementation of default systems with performance appraisal & competence development.
- Short listing, interviewing candidates of technical & non-technical categories based on job specifications provided by the proponents / company.
- Formulation, development and execution of procedural / guidelines for recruitment procedures, their implications and related functional structure of the recruitment system on the whole.

Professional experience:

- Coordination of activities in sequence of receipt of orders, designing, drafting and releasing of advertisements with job specifications.
- Procurement of job requirements from hosting, agents and various other sources including outstation visits throughout India & other continents for manpower procurement.
- Liaison with advertising agencies, candidates, branch offices, correspondence with clients / companies, conceptualizations and designing of company literature / documents related to recruiting, like brochures, tabloids etc.
- Co-ordinating with data bank, visa section, p.p. dept, emigration dept. Selection engineers / selection departments / and edp. Section along with active involvement in daily status and general system upgradations.
- Seeking out, interviewing, screening and recruiting job applicants to fill existing company job openings, discuss personnel needs with departments supervisors and other heads to prepare and implement recruitment program.
- Provide information on company facilities and job opportunities to potential applicants. Interview applicants to obtain work history, education training, job skills, and salary requirements. Screening and referring qualified applicants to company hiring personnel for follow-up interview. Arranging travel and lodging for selected applicants at company expense.
- Performing references and background checks on applicants. Correspondence with job applicants to notify them of employment consideration. Maintaining employment records for future references.
- Interviewing individual / s to determine their suitability for placement into specific occupation & other related procedures for final deployment/ placement. Also have vast experience in the field of marketing, administration, public relations, counseling and other related capabilities.

Now- Vice President – way2 brain Pvt Ltd. – Corporate Development And Training.