

Prashant Chandrakant Vanahalli

☎ +91-9870969694
DOB – 22nd May 1984
✉ prashant.vanahalli@gmail.com

B/605, Bhagwati Aangan CHS, Ayre Road,
Near Om Bungalow, Dombivali (E) - 420201

Professional Summary

Results-driven payroll and HR operations professional with over 15 years of experience across payroll processing, system implementation, compliance, and team collaboration. Adept at managing end-to-end payroll cycles, resolving employee queries, and integrating payroll systems with enterprise applications. Proficient in maintaining compliance with statutory norms and driving process improvements.

Professional Experience

Senior Consultant

Workline Private Limited (Jan 2017 – Present)

- Spearheaded payroll processing and shared output files, ensuring timely and accurate disbursements.
- Led payroll system implementation: system studies, legacy data migration, configuration, reconciliation, and report customization.

Executive – HR Shared Services

Tata Business Support Services Private Limited (Dec 2014 – Apr 2016)

- Managed payroll support activities for a Pan-India workforce.
- Coordinated attendance data collation and facilitated salary processes, including advances and holds, in alignment with HR norms.

Process Executive

Adecco India Pvt Ltd. (Jul 2014 – Nov 2014)

- Delivered national payroll services, managing end-to-end processes from employee onboarding to FNF.
- Addressed payroll-related queries and provided client support in the Mumbai region.

Coordinator – HR Operations

i-Process Services (India) Pvt. Ltd. (Mar 2014 – Jun 2014)

- Acted as a bridge between end-users and technical teams to enhance HRMS functionality.
- Resolved system queries and facilitated onboarding to exit processes.

Senior Associate – Verification Team

SecureSearch Screening Services Pvt. Ltd. (Sep 2013 – Mar 2014)

- Conducted address, criminal, and site verifications for clients, ensuring compliance with specified TATs.
- Processed service provider bills and maintained verification records.

Executive – Logistics & MIS

Parle Agro Private Limited (Feb 2012 – May 2013)

- Coordinated logistics operations, including dispatch schedules, stock replenishment, and depot management.
- Prepared daily sales reports and managed SAP operations for supply chain tracking and payment reconciliations.

Officer

ICICI Bank Ltd. (Aug 2010 – Feb 2012)

Senior Executive – II

ICICI Home Finance Company Ltd. (Feb 2008 – Aug 2010)

- Handled HR operations for outsourced employees, including recruitment, payroll, and statutory payments.
- Managed enterprise application support, including UAT, process improvements, and logical access controls.

Customer Service Executive

Reliance Infostream Private Limited (Jul 2006 – Feb 2008)

- Resolved customer queries for prepaid and postpaid services in the Delhi-NCR circle.

Education**Bachelor of Commerce (B.Com)**

Manjunatha College of Arts & Commerce, Mumbai University, 2004

Core Skills

- Payroll Processing & Implementation
- HRMS Application Support
- Data Migration & Reconciliation
- Process Improvements & Automation
- Client and Employee Query Resolution

Achievements

- Successfully implemented and streamlined payroll processes across multiple organizations.
- Played a pivotal role in migrating payroll data and ensuring seamless parallel processing.
- Recognized for timely and accurate compliance submissions to statutory bodies.

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