|  |  |
| --- | --- |
| RESUME  **SANDEEP**    C:\Users\Girnar Newtel\Downloads\sandeep.JPG  **E-Mail:**  [sandeep.376663@2freemail.com](mailto:sandeep.376663@2freemail.com)  **Phone:**  C/o 0502360357  Personal Information:  **Date of Birth** : 18-06-1992  **Gender** : Male **Marital Status** : Single | Objective  **Looking forward to join an organization where I can utilize my technical skills, educational knowledge and maximize the same for the organizational and career growth**    Summary of Qualification:   * **Currently working as Asst. Product manager in Girnar Newtel, Bangalore.** * **Master of Business Administration in operations and finance from Amity University.** * **Total experience of 22 months at Girnar Newtel.** * **Bachelor of Mechanical Engineering from Loyola Institute of Technology and Science (Anna University)** * **Worked as project lead for Reliance 4G Dongle migration project.** * **Did Account management and e-store management for Madura coats (Coats India) and HTC Singapore.** * **Did Product management for in-house products as well as client products.** * **Good analytical and logical skills.** * **Excellent health, proactive and energetic.** * **Highly Motivated and Goal Driven Achiever**   Educational Qualification:   * **Master of Business Administration (MBA) in operations and finance, First Class, Amity University.** * **Bachelor of Engineering (B.E) in Mechanical Engineering, First Class, Anna University**   Technical Skills  Operating Systems : Windows, Linux, MAC  MSOffice Applications : Word, Excel, and Power Point  Design Tools : Solid Works & Ansys (Entry Level)  Languages Known   * English : Full professional proficency (Read, Write, Speak) * Malayalam : Native language (Read, Write, Speak) * Tamil : Basic knowledge (Speak) * Hindi : Basic knowledge (Speak) |

Work Experience

* Project Management (Reliance communications 4G Wipod Project)- (June’16 – September’16)
  + - Lead the team and coordinated with the Reliance FOFOs for assisting the customers in 4G Wipod migration project.
    - Reconciliation post project completion.
* Project Management (Reliance communications Sim Project) (August’16 – October’16)
  + - Played cruitial role in upgrading Reliance GSM, 3G and CDMA customer to Reliance 4G by leading a team in analyzing customer data, segregating data by circles
    - RTO Management by attaining minimal RTO's
* Account & E-Store Management (Coatscrafts India) , (SIS of Lazada Singapore), (HTC Singapore) and (HTC India)
  + www.shop.coatscrafts.in (August’16 – March’18)
    - Site Management
    - Catalogue managment
    - Order fulfillment
    - Planning inventory based on the sale trend and forecast
    - Sharing MIS to Madhura coats on a regular basis
  + SIS of Lazada Singapore(December’16 – March’18)
    - Shop in shop management in Lazada singapore
    - Catalogue management
    - Coordinating Promotional activities
  + HTC Singapore E-Store(December’16 – March’18)
    - Site Management
    - Catalogue management
    - Coordinating Promotional activities
  + HTC India(January’17 – March’18)
    - Account Management of HTC India Merchandiser app
    - Training the merchandisers on the App functionality
    - Understanding the client requirement and getting it done with the help of software team in the most optimal way.
* Product Management (September’16-March’18)
  + - To maintain a good relation with the client and understand their requirement.
    - Get things done with the help of IT team in the most cost effective way in minimum possible time.
    - Training the client/team members in using the products so that they can manage by themselves henceforth.
  + AllBuddyTracker(September’17 – March’18)

All Buddy Tracker is an android application developed by newtel for the existing and new clients who wants to track their field agents.

My responsibilities were

* + - To ideate the product.
    - Define the product specifications
    - Define the UI for the best UX
    - Testing and signing off the product and its features.
    - Take part in cold calling and email campaigining.
    - Taking leads from marketting team and delivering the customer needs after proper understanding.
    - Training the clients/team members on both App as well as Web usage
  + Onecard Nigeria Tracker(November’17 – March’18)

The Onecard Nigeria Tracker is an android application developed for the Onecard Nigera client who wants to track their field agents along with some additional customisations like sales target and achivement calculation.

My responsibilities were

* + - To ideate the product.
    - Define the product specifications
    - Define the UI for the best UX
    - Testing and signing off the product and its features.
    - Training the clients/team members on both App as well as Web usage
  + ANIKE V2.0 (Jan’18 – March’18)

The ANIKE V2.0 is a Facilities management software which we developed for Appex apps Nigeria.

My responsibilities were

* + - To understand the client requirement.
    - Define the product specifications
    - Define the UI for the best UX
    - Testing and signing off the product and its features.
    - Training the clients/team members on both App as well as Web usage
  + HTC UAE Microsite (Jan’18 – March’18)

The HTC UAE Microsite was made to provide a platform for the enterprise customers to visit and buy HTC products at a discounted price .

* + - To understand the client requirement.
    - Define the process flow
    - Define the UI for the best UX
    - Testing and signing off the microsite.
    - Training the clients/team members on backend usage
* Other Responsibilities:
  + - To monitor the usage and billing of Mailchimp and mvayoo accounts.
    - Optimising the server cost by discarding unnecessary volumes and servers
    - Checking Payment status from Payment Gateway Pannel and giving order conformation to operations team.
    - Monitoring Google Analytics, Adwords and Webmaster accounts to understand the keywords, user behaviour and bounce rate.

Personal Attributes

* Quick learner with good analytical abilities.
* Good listener who enjoys learning new skills.
* Ready to adapt to changes.
* Team player with a responsible attitude.
* Communicative and quality conscious contributor.
* Strong communication skills, both written and verbal