



AJIT SHRIVASTAVA

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I am currently working as an Associate Project Manager at Innoviti Payment Solutions, Bengaluru. I possess over 3 years of experience in Operations and Production. I am an enterprising professional, seeking suitable career opportunities in Business Analysis, Operations, Logistics, Supply Chain, and Project Management.

EMPLOYMENT HISTORY

ASSOCIATE PROJECT MANAGER – Innoviti Payment Solutions

March 2020 to present

- I am supervising projects and monitoring its lifecycle. Coordinating with the business team and stakeholders. At the same time deliverables to clients.
- I am also accountable for preparation of weekly reports and MIS for management oversight.
- I am also accountable for processing various order requests through salesforce.

OPERATIONS ASSOCIATE - Flynote

Nov' 2019 to Feb' 2020

- Assisted and worked within operations function at Flynote.
- I was accountable for driving a couple of processes to manage projects. These processes were interlinked with technology, payments, and sales team.
- I was accountable for the follow-ups, invoicing and correspondence with clients.

SOURCING EXECUTIVE – Aditya Group

May 2018 to Nov' 2019

- I worked on data analysis projects for supply chain and logistics teams.
- Provided weekly data reports for monitoring the order and delivery progress.
- Provided analytical support for government projects & new business opportunities.

PRODUCTION ENGINEER – SK Remedies Pvt. Ltd.

July 2014 to June 2015

- I was accountable for the maintenance of quality control measures at the factory.
- Worked on determining the capacity and output for the machines, tools, equipment, etc.
- Diagnosed breakdowns & human errors in manufacturing process.
- I also interacted with suppliers for fulfillment of raw materials.

EDUCATION

Institute of Management Development and Research (IMDR), Pune, India

- ❖ PGDM (Operations & Marketing) - CGPA - 62%. 2016-2018

Institute of Engineering, Jiwaji University, Gwalior, India

- ❖ Bachelor of Engineering - CGPA - 65%. 2010-2014

KEY SKILLS

- ❖ Process Refinement
- ❖ Systems Implementations
- ❖ Resource Planning
- ❖ Vendor Management
- ❖ Quality Audit/Testing
- ❖ User Acceptance Testing (UAT)
- ❖ Data Visualization
- ❖ Database Management

IT Skills

- ❖ Power BI
- ❖ Tableau
- ❖ MS-SQL
- ❖ Proficient in Google Sheets and office Excel

CERTIFICATION & CO-CURRICULARS

- ❖ Certified Six-Sigma Yellow Belt from 6sigma Study – 2017
- ❖ Business Management course from Santa Clara university USA-2017
- ❖ Analytical Fundamental course from Google - 2020
- ❖ Project Management L1 from Management and Strategy Institute USA - 2020