

Akshit Verma
Contact: +91-9654640669
E-Mail: akshitverma7777@gmail.com

PROFILE SUMMARY

Enthusiastic and Versatile young professional known as an ambitious, quick learner, loyal and ethical individual who goes "above and beyond" to achieve personal and professional goals/objectives. Proven organizational, time management, multi-tasking skills and ability to work independently being a good team player who enjoys delivering high quality work.

Additional areas of expertise include:

**Customer Service & Operations
Relationship Management
Resource Management**

**Project Management
Risk Management
Issue Management**

**Quality Audits
Requirement Gathering
Problem Solving**

WORKING EXPERIENCE:

Current Organization: Thomson Digital (Noida)
(March 2019 – Present)
Current Designation: Project Manager

Organization: Aptara (Noida)
(20th March 17 – 18th February 2019)
Designation: Associate Project Manager

Profile:

- Coordinate internal resources and third parties/vendors for the flawless execution of projects.
- Ensure that all projects are delivered on-time within scope and within budget.
- Ensure resource availability and allocation.
- Develop a detailed project plan to monitor and track progress.
- Manage changes to the project scope, project schedule and project costs.
- Report and escalate to management as needed.
- Successfully manage the relationship with the client and all stakeholders.
- Establish and maintain relationships with third parties/vendors.

Organization: Calsonic Kansei Motherson Auto Products Private Ltd (Bawal, Haryana).
(26th August 2016 – 18th March 2017)
Designation: Graduate Engineer Trainee

Profile:

- Operation of Machines
- Production Entry In eMPro software
- Maintaining Training Record Documents
- Standard Operation Sheet (SOS)

EDUCATION

- Passed Btech in ELECTRICAL AND ELECTRONICS with 65% from NIET (Greater Noida)
- Passed 12th Class with 74% from Ryan International School Greater Noida
- Passed 10th Class with 75% from Ryan International School Greater Noida

TECHNICAL SKILLS

- **Utility Packages:** Power Manage, Empro Software, MS Office, MS Outlook, Oracle (PTS), Knowledge of Citrix, AWS, FMS and TDPMS

KEY SKILLS

- **Collaboration and Integration:** Collaborates with a diverse group of subject matter during project initiation, scope development and project execution.
- **Multi-tasking:** Managing multiple works, schedules, budget, and stakeholder communications.
- **Communications:** Verbal, writing and presentation skills attuned to project goals and stakeholder needs.
- **Change Management;** Direct Experience of introduction of Project management concept in place of PPC concept in the company.
- **Negotiation and Problem Solving:** Understanding of complex problems and negotiating mutually acceptable solutions across multiple engineering disciplines.
- **Team Building:** Hands on experience building and leading project teams from project initiation through project operations.

STRENGTHS (Gallup Strength finder)

- Can perform under pressure
- Adaptable
- Self-motivated
- Project Planning
- Project Execution
- Team Management
- Project Tracking

PERSONAL DETAILS

Languages known	Hindi, English
Current Address	#E-222, Beta-1, Greater Noida (UP)