**Sumit Kumar Ojha**

**Pre-Sales Executive cum Project Coordinator**

**Phone No. –** 09654321444/07278534883, **E- mail id-** sumitojha76@gmail.com

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| SUMMARY | | |
| To be a part of an organization where I can learn some requisite skills to develop my professional  career and utilize my inherent talent, smart work & skills which will be valuable for the organization  where I will work. | | |
| HIGHLIGHT | | |
| * Project coordination * Requirement Gathering * SLA * Client Interaction * Client Account Management * Presales * Demo * Presentation * Proposals | | * Bid Management * RFP, RFI * BOQ * Agile Methodologies * Use of Wireframe tool * Stakeholder Management * MS-Office * Communication * SDLC * Team Player |
| EXPERIENCE | | |
| * 12/12/16-   Current | **Pre-Sales Executive cum Project Coordinator**  **Senrysa Technology Pvt Ltd- Kolkata, India**   * Project co-ordinating. * Requirement Gathering. * Communication * SDLC * Agile Methodologies * Client Account Management * Proposals * Demo * Presentation * SLA * Stakeholder Management * Presales * RFP, RFI * Bid Management * BOQ * Client Interaction. * Use of Wireframe Tool. | |
| * 14/01/13-   31/08/13 | * **Product Executive**   **Vriti Infocomm Pvt Ltd- Noida, India**   * Proof reading of e-books. * Develop the content of computer science. | |
| * 14/06/15-   30/07/15 | * **Internship**   **Share khan- Delhi, India**   * Post sales services. * Handling CRM operations. | |
| EDUCATION | | |
| * 2016 | * **MBA** in **Marketing & International Business**   Northern India Engineering College, Delhi | |
| * 2013 | * **B. Tech** in **ECE**   Bhutta College of Engg. & Technology,Ludhiana(Punjab) | |
| * 2009 | * **ISC- Science**   Indira Gandhi Memorial Senior Secondary School, Kolkata | |
| * 2007 | * **ICSE**   Indira Gandhi Memorial Senior Secondary School, Kolkata | |
| |  | | --- | | Project Handle | | * United Bank of India – RRBs (Financial Inclusion Project) * Coordinates with the official at PMO for implementation of module. * Requirement Gathering. * Timely delivery of module. * Client Interaction * SPOC * Bid Preparation and submission      * Integrated Automated Financial Software Solution for WBMDFC * Coordinates with client, internal team members & senior management for timely delivery of the project. * Client interaction. * Requirement Gathering. * Stakeholder Management. * Client Account Management. * BRD. * SPOC. * Project documentation. * Looking after delivery of software. * Bid Preparation and submission. * West Bengal Public Distribution System * Coordinate with Department and Stakeholders for Distribution of Devices. * To provide Training to the FPS owners. * Bid preparation and submission. * West Bengal State Co-Operative Bank * Coordinate with department and stakeholders for supply & installation of devices. * To provide training. * Timely delivery of services and execution of project. * Stakeholder Management. * Client Account Management. * To solve the query of the department. * To follow up for payment. * Bid preparation and submission. * Akola District Central Co-Operative Bank * Timely delivery of project. * Co-ordinate with the team for execution of project. * Client Account Management. * Bid preparation and submission. * Online Liquor Delivery (BEVCO)   Bid preparation and submission.   * CRM (In house) * Coordinates with developer for inhouse CRM development. * Coordinates with senior management for developing the CRM.   AFFILIATON | | | |
| * Internship at Sharekhan. * 2 months training on Advance Networking at HCL CDC, Kolkata. * Training on soft skills. | | |
| PERSONAL INFORMATION | | |
| **Sumit Kumar Ojha** Date of Birth: 26/09/91 Gender: Male  Father Name- Chandrika Ojha Mother’s Name- Usha Devi Language – English, Hindi, Bengali  **Present Address-** 23/1b/h/5, Cossipore Road, Kolkata- 700002  **Permanent Address-** Same as Present Address | | |