



AAMIR ALI KHAN T

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SUMMARY

Certified Salesforce Administrator and Platform Developer with 1.7+ Years of Hands-on experience as an Admin and Developer in Salesforce.com. Expertise in Salesforce, adept in Salesforce Administration and Customization using point and click tools. Knowledge in customizing sales and cloud applications to build custom applications to suit complex business requirements

EDUCATION

2011 – 2015 B.E - Electronics and Communication - Velammal Engineering College, Chennai.

2010 – 2011 HIGHER SECONDARY - SBOA Matriculation and Higher Secondary School, Chennai.

EXPERIENCE

Nov '20 – Till Date – Salesforce Admin and Development – HCL Technologies.

- Experience in defining database definition in Salesforce.com (creating objects, fields and their relationships with validation rules).
- Implementing and troubleshooting for Apex Triggers, Apex Classes and Batch Apex in Developer Console and in VS code.
- Setup and Customization (Fields, Object Managers, Record Types & Layouts, Picklists and more)
- Workflow, Process Builder, Approval process and Flow Builder usage and customization.
- Security handling – Object level, Record (OWD) & Field level and configuring user interface.
- Development with Salesforce Lightning Application and Lightning Custom Component.
- Data Management and Reports (Import/Export and Maintenance)
- Creating Page layouts, Tabs, Roles and Profiles.
- Basic knowledge on Slack Admin (Undergoing Training and Certification)
- Excellent communication & relationship skills with ability to relate to people at all levels.

Aug '18 – Oct'20 – Project Management Organiser (PMO) – HCL Technologies.

- Invoicing & iRFS support for Financial Service customers.
- Handling Seating management for entire LoB with more than 12,000 seats all over HCL. Co-ordinating with Delivery heads, Managers and the admin team for creation of Demand ID's and Un-assignment ID's and handing it over for ODC/seat allocation.
- Resource management using RAS and monitoring & approval of resources.
- Report generation and database management for precise, smooth operation and working.
- Managing procurement task in a specific tool to clear invoices & major escalations from our LoB.

Jun '17 – Aug '17 – Workday Consultant (Project) – Squarehouse Solutions.

- Created a 20-member company with management levels.
- Used various departments in position management with Hire business process.
- Created the location, reorganization, departments on various levels, job profile, business process and positions under the department.

Jun '16 – May '17 – Digital Campaign Consultant - The Social People.

- **Key responsibilities** were to manage and plan various campaigns for renowned clients like Holiday Inn Chennai, Crowne Plaza Chennai, and various other F&B clients.
- **Relationship Management** Built strong relationship with customers from various industries.
- **Project Management**, Handled various projects across various digital platforms including website development and maintenance.
- **Business Analytics**, Provided detailed research reports pertaining to customer online behavior to enhance marketing initiatives.

Jan '16 – May '16 – Program Analyst – Cognizant Technology Solutions

- Program Analyst Trainee - Learnt the basics of C & SQL during training.

Sep '15 – Jan '16 – HR Intern - Future Focus Infotech (Internship)

- HR Systems Analyst – Successfully Completed the Internship on fundamentals of HR Systems.

EMPLOYMENT HISTORY

Nov '20 – Till Date	HCL Technologies – Salesforce Admin and Development, Chennai.
Aug '18 – Oct '20	HCL Technologies – Project Management Organiser, Chennai.
Jun '17 - Aug '17	Squarehouse Solutions U.K – Workday Consultant, Chennai.
Jun '16 - May '17	The Social People – Digital Campaign Consultant, Chennai.
Jan '16 - May '16	Cognizant – Program Analyst Trainee, Chennai.
Sep '15 - Jan '16	Future Focus Infotech – Intern, HR Systems Analyst, Chennai.

KEYSKILLS AND EXPERTISE

Professional Training

- Certification in Salesforce Administrator (**ADM-201**)
- Certification in Salesforce Platform Developer (**PD-1**)
- Workday HCM & Workday Integration basic Training at Tata-Ion Institute
- Undergoing Slack Admin Certification.
- University of Cambridge certified with level B1 on Business English Certificate.

Soft Skills

Exceptional verbal and written communication skills, good numerical and problem-solving capabilities, eminent interpersonal and leadership abilities.

Computer Skills

Microsoft Office: Word, Excel, PowerPoint, Outlook, Programming language- C, C++, Cloud: Salesforce Admin & Developer Certified. Workday HCM & Integration Basic trained.

Languages

English (Fluent), French (Basic), Hindi (Spoken), Urdu (Native), Tamil (Spoken).

EXTRACURRICULARS

Events

- Avid follower of Technical Blogs and user groups in LinkedIn.
 - Read and Listen to various updates in Salesforce Partner communities and updates pertaining to admin and development.
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