

Asha Subbaiah

(Microsoft Partner Readiness Operations Project Manager (APAC) -
Microsoft GPS

Bangalore, Karnataka - Email me on Indeed: [indeed.com/r/Asha-Subbaiah/f7489calbec4570b](https://www.indeed.com/r/Asha-Subbaiah/f7489calbec4570b)

WORK EXPERIENCE

(Microsoft Partner Readiness Operations Project Manager (APAC)

Microsoft GPS -

August 2014 to Present

Worked closely with the APAC PB&D teams / responsible for coordinating and tracking impact, effectiveness and progress of our readiness activities with focus on driving efficiencies in various programs in Channel Readiness and Sure step and partner closely with Channel Readiness Manager and (PCMM - SMB) from APAC SMS&P.

Responsibilities

1. Tracking progress of Readiness Programs and clearly communicate the impact.
2. Consolidate Outcomes and articulate the Partner attendance and Feedback.
3. Track Partner Recruitment through the Sure step program; and work closely with the Tele-engine
4. to ensure its alignment to Sure Step framework
5. Interface between GPS (India, China, Korea) and APAC PB&D teams for events delivered by GPS

Microsoft - India

Compete Recruiter in the recently concluded pilot to recruit Google Partners across APAC.

Senior operations coordinator

IBM RESEARCH - Bangalore, Karnataka -

June 2008 to 2013

Responsibilities: -

- Support for the India Technical Leaders Group (ITLG), the highest technical group in IBM India, including preparing agenda, collecting presentation materials and maintaining ITLG team room etc.
- Event management. I have supported the organization of International Conferences and Workshops, including logistics, registration, awards, and general coordination.
- Travel managements. The director travels on a monthly basis to all parts of world, in all six continents. I'm intimately familiar with managing complex travel itineraries to any part of the

world.

- Setting up high-level conferences, workshops and management meetings, and special events.
Handling visitors from around the world, and other high-level meetings.

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- Calendar management. The director's schedule includes constant and daily interactions with the top-most leaders of IBM, IBM's customers, Industry organizations, Academia, Government, and Media from around the world.

- Material preparation, distribution, and archiving. I collect reading materials that are essential for any meeting with external or IBM internal meetings. I also maintain many presentation materials, as well as archive and distribute documents.

Achievements

- Joined the IRL-Bangalore team, and I was responsible for the overall operations support team at IRL-Bangalore.
- Supervised the other support team members.
- Responsible for coordinating the creation of the new premises for the IRL-Bangalore team. The new premises in EGL is a 5000-square foot facility housing the research team, with conference rooms and a library / lab.
- Responsible for space management including seat allocation and room allocation.
- Asset management
- Event Management including IRL club and visitors.
- Responsible focal point for all interactions on location with GVI, AV, WBS, RESO, Procurement, Security, IS, ITS, STP/Customs/Logistics, BCP team, line management Business controls/ERO/BCP support at Bangalore

EDUCATION

Bachelor's in Commerce

NMKRV College, Bangalore University - Bangalore, Karnataka