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Portfolio - Product Management



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Hyderabad, India-500032

ALISHA JAVED

Motivated and detail-oriented with 3 years of diverse experience. Skilled in gathering user insights, collaborating cross-functionally, and working with teams to build impactful solutions. Passionate about solving user problems through data-backed decisions and continuous iteration. Actively seeking opportunities to transition into Product Management to drive user-centric innovation and strategic growth.

EDUCATION

- **MBA (Finance & HR) | 2022 | IET, Lucknow | CGPA-8.29**
- **BSc. (Honors) Mathematics | 2020 | DELHI UNIVERSITY, DRC | CGPA-8.5**

WORK EXPERIENCE

3 Years

DELOITTE

HR Operations - Global Mobility | Hyderabad, India *September 2023 - Current*

- **Stakeholder Management:** Acted as the primary liaison for Member Firm Global Mobility Advisors (GMAs), ensuring seamless workflow of the entire mobility assignment lifecycle through effective cross-functional collaboration with payroll, tax, immigration, and HR teams.
- **Reporting & Analytics:** Develop and present comprehensive monthly reports, leveraging data analysis to evaluate assignment trends, identify gaps, and provide actionable insights for informed decision-making.
- **Payroll Management:** Streamlined payroll operations by ensuring accurate and timely disbursement of salaries and project-specific allowances; prepared firm-to-firm agreements and developed cost estimates using data-driven insights for effective financial planning across assignee projects.
- **Process Improvement:** Identify and implement continuous improvement opportunities, including Standard Operating Procedures updates, training new hires, and process optimizations to enhance efficiency.
- **Additional Contributions:** Lead stakeholder/client calls, prepared audit parameters for the critical processed for managers to audit the work, showcasing expertise in process enhancements and team collaboration.

Recruitment | Hyderabad, India

July 2022- August 2023

- Managed end-to-end recruitment for Deloitte Global and Member Firms, including sourcing, screening, interviews, and offer negotiations across diverse roles.
- Collaborated with hiring managers to refine job requirements and accelerate closures, ensuring alignment with business needs.
- Led sourcing strategies for both niche and bulk roles using platforms like Naukri, LinkedIn, and Avature, consistently meeting tight timelines.

INTERNSHIP EXPERIENCE

8 Months

NEENOPAL INC.

Management Intern | Bangalore, India

February 2022- June 2022

- Collaborated with company Directors on workforce planning and role design, strengthening stakeholder management and cross-functional coordination.

ERNST & Young (EY)

Talent Acquisition Intern | Pune, India

June 2021- August 2021

- Screened and negotiated with 240+ Chartered Accountants for EY's audit positions—demonstrating strong sourcing, analysis, and stakeholder coordination.

CORE COMPETENCIES

- Reporting & Analysis
- Agile/Scrum Methodology
- Stakeholder Management
- Recruitment & Interviewing
- Data Analysis (Excel, SQL basic)
- Roadmap planning
- Training & Development
- Process improvement

CERTIFICATES

- **Udemy** – Product Management Fundamentals
- **GrowthSchool** – Product Management Workshop

TOOLS

- Salesforce
- SAP HR
- JIRA
- SQL Basic
- Figma
- Mobility Management:
 - Assignment Pro
 - Cobalt
- HRMS- Avature & Keka
- MS Office Suit
- Hiring Portals – LinkedIn & Naukri

LEADERSHIP EXPERIENCE

- Training & Placement Cell Coordinator – IET
- Vice President – Delhi University (Maths Dept.)

ACHIEVEMENTS

- Won Gold Medal for scoring highest marks in Moths in 12th standard, in whole school.
- Won scholarship of 30 Thousand rupees from Uttar Pradesh Government.