



## BASEERAT GULZAR

*Project/Program Management  
professional*

### ABOUT ME

- An enthusiastic program/project professional with 25+ months of extensive experience in
- planning and execution.
- Hands on experience on developing and industrializing strategic programs that
- supports the strategic direction of the organization.
- An effective team player and leader with proven

### CONTACT ME

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 Naikbaseerat19@gmail.com

### LANGUAGES

- Native English
- Hindi
- Urdu

### EDUCATION

BE Mechanical Engineering  
2016-2020 - CGPA-8.3

### ➤ SKILLS

- Agile Project Management
- Planning & Execution
- Communications
- Sales & Marketing
- Vendor Management
- Demand Forecasting
- P&L Account Management
- Data Analysis
- Inventory Management
- Risk Management

### ➤ EXPERIENCE

- Managing of Purchase Orders and customer demand as per Time Fence Management Principle followed by creating the Sales Order in SAP HANA.
- Leading multiple teams (10-15 members ) and manage on-time projects completion
- Ensuring goals are met in areas including customer satisfaction, quality, and timely
- delivery of the program tasks
- Responsible for Program Risk Management followed by early detection of risks and mitigation.
- Handled multiple regulatory & customer virtual audits, cleared with zero finding
- Experienced and certified in conducting AS9100 internal audits

### ➤ AREAS OF INTEREST

- Change Management
- Business Development
- Strategic sourcing
- Vendor Management
- Inventory Management
- Risk Management