Samya Soren

Project & Delivery Manager

Bl III/3C Omm Residency

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Skills

Project Management, Delivery Management, Client Retention, Client Relations and Support, Software Consultant, Website Analysis, Software Analyst, Business Analyst, Project Coordinator, Technical Consultant, Black-Box Tester, Business Development, Competitor Analysis, Keyword Research and Analysis, Business Requirements gathering and Documentations, Developing Presentations, Proposals and Quotations.

Domain of Interests

Blockchain (ICO Advisor, Solidity Smart Contracts, Public and Private Networks e.g. Ethereum and Hyperledger), IOT, AI, Web and Mobile Applications, Domain - Server, Network Setups, Hardware Installations.

Experience

Rplanx Technology / Project and Delivery Manager
APRIL 2018 - DEC 2018, KOLKATA

Project Design and Delivery
-To assist in project planning and production of comprehensive project plans and documentation to enable the project to be managed against a clear set of defined deliverables and milestones.
-To assist with the monitoring, measuring, reviewing and updating project process, adjusting project plans and implementing remedial plans and informing all relevant parties.
-To conduct an evaluation of the project and any follow-on action recommendations as required.
-To produce project documentation and create knowledge libraries with the end goal of using this documentation to train and support the end users.

The Management of Employees
-To provide leadership to those involved in the project by defining work and ensuring deadlines are understood and adhered to and that project objectives are clearly articulated and understood.
-To motivate and develop group employees through leadership and example, identifying and agreeing learning and development needs as required.

Managing spending and resources within agreed budgets
-To ensure project requirements and resource levels are fully supported and approved throughout the lifecycle of the project.
-To manage the successful delivery of projects on time and of the right quality.

Rplanx Technology / Business Development Manager
OCTOBER 2016 - MARCH 2018, KOLKATA

Following up new business opportunities and setting up meetings

Planning and preparing presentations, proposals and quotations (RFPs and RFQs)

Communicating and Demonstrating new product developments to prospective clients

Developing sales goals for the team and ensuring they are met

Training personnel and helping team members develop their skills

Writing reports and providing management to team with feedback

Infoway Technology Solutions Ltd. / Sr. Business Executive

JANUARY 2016 - SEPTEMBER 2016, KOLKATA

Identifying new Sales Leads
-Researching organisations and individuals online to identify new leads and potential new markets
-Researching the needs of other companies and learning who makes decisions about purchasing
-Contacting potential clients via email or phone to establish rapport and set up meetings

Pitching products and/or services

-Preparing PowerPoint presentations and developing quotes and proposals
-Contacting clients to inform them about new developments in the company's products
-Negotiating and renegotiating by phone, email, and in person

Maintaining fruitful relationships with existing customers

Infoway Technology Solutions Ltd. / Sr. Technical Consultant

JANUARY 2015 - DECEMBER 2015, KOLKATA

Understand customer requirements and business objectives

Provide strategic advice on using technology to achieve goals

Manage IT initiatives and collaborate with in-house technical staff

Design IT systems ensuring the right architecture and functionality

Train end users in new and existing IT systems

Provide assistance with technical issues

Revise and Test existing systems and suggest improvements

Infoway Technology Solutions Ltd. / Project Consultant Engineer

MARCH 2014 - DECEMBER 2014, KOLKATA

Understanding customer requirements and business objectives

Providing strategic advice on using technology to achieve goals

Managing IT initiatives and collaborating with in-house technical staff

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Certifications

Google Analytics Individual Qualification

Validity: JULY 2018 - JULY 2019

https://drive.google.com/file/d/1IMscgU2kkVtBMcG1ZP8bvTiMlCgN9w4E/view?usp=sharing

Advanced Google Analytics

Validity: JULY 2018 - JULY 2020

https://drive.google.com/file/d/1PT141cM2RgciSa9qcW6XCpsaTMgA5XjZ/view?usp=sharing

Google Analytics for Beginners

Validity: JULY 2018 - JULY 2020

https://drive.google.com/file/d/1LAk5f6AtfTCwKTOsy9rNfMykWkKxeRBE/view?usp=sharing

Education

Indian Institute of Engineering Science and Technology, Shibpur (Formerly- Bengal Engineering and Science University) / Grad

BATCH of 2009 - 2013, SHIBPUR

Persuaded Bachelor of Engineering on Computer Science and Technology with a CGPA of 6 and holds the degree for the year 2014.

Bidhan Chandra Institution / Higher Secondary School

BATCH of 2007 - 2009, DURGAPUR

Completed High School with Science Subjects (Physics, Chemistry and Mathematics) along with the Compulsory Subjects (English and Bengali) and the Additional Subject (Computer Science) with a percentage of marks obtained of 71 and holds the degree for the year 2009.

St. Xavier's School / Secondary School

BATCH of 1996 - 2007, DURGAPUR

Completed Secondary School with Compulsory Subjects (English, Bengali, History, Geography, Science and Mathematics) along with the Additional Subject (Economics) with a percentage of marks obtained of 81 and holds the degree for the year 2007.