**Name: Neha Ganar (Female, 25)**

**Contact No.: 8600902459**

**Email Id:** [**nehaganar@gmail.com**](mailto:nehaganar@gmail.com)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **EDUCATION** | | | | |
| **Level** | **Institute** | **Board** | **CGPA (%)** | **Year** |
| MBA  (HR, Marketing) | Datta Meghe Institute of Management Studies (DMIMS) | Nagpur University | 73% | 2013 |
| B.E. Computer Technology | Yeshwantrao Chavan college of Engineering (YCCE) | Nagpur University | 64% | 2011 |
| SeniorSecondary Mohata Science College, Nagpur Maharashtra Board 70% 2007 | Mohata Science College, Nagpur | Maharashtra Board | 70% | 2007 |
| HighSchool | Modern School, Nagpur | CBSE | 81.3% | 2005 |
| |  | | --- | | **PROFESSIONAL EXPERIENCE** | | **Writer Safeguard, Mumbai (Branch Manager) *(July 2014– present)***   * Solely responsible for managing all operational and administrative functions of branch and leading team of 120 members. * Responsible for Business Development and Relationship Management in the assigned territory by conducting detailed meetings with banks and MSPs (Managed Service Providers). * Checking the feasibility of a given site by route mapping for deployment of ATMs. * Taking care of the all the legal and statutory documents and keeping it updated. * Recruiting staff and training them for latest technology being introduced in the organization (Eg: To train the custodians to use an android enabled smart phone device on route so as to keep a track on custodians and vehicles on real time). * Solely responsible for monthly budgeting involving salaries of staff and operational expenses of the branch.   **Tech Mahindra, Pune (Technical Associate) (*May 2011 - Jul 2011)***  Underwent professional training in programming languages and Database Management Systems. |   **ACADEMIC PROJECT WORK** | | | | |
| **MBA Project: (*April 2014)***  Study and analysis of Performance Appraisal System in the Biggest Public Sector Company in India (CIL) , Nagpur    **Internship: (July 2013)**  Made a project on HR Operations in Writer Safeguard Pvt Ltd., Corporate office, Thane.   * Conceptualizing (designing and budgeting) Employee Engagement Activities for Writer Safeguard. * Suggested succession planning for efficient work force utilization. * Worked on Payroll (Full and Final Settlement). * Designed and Organized Employee Engagement Event (15th August celebration) for Writer Safeguard.     **BE Project: (*December 2011)***  Made a research project on “Design and Implementation of DoS attack using OMNeT++”.   * Simulated various Denial of service attack using a simulation software OMNeT++. * Simulated a defense mechanism for these DoS attacks. | | | | |
| **POSITIONS OF RESPONSIBILITY** | | | | |
| **DMIMS (2012-2014)**  • Appointed as Student Campus Coordinator under Training and Placement Cell’12 in DMIMS.  **Compufest YCCE Chapter’ (2008-2011)**  • Member of project presentation team for compufest’09, one of the most celebrated technical festivals in Nagpur.  • Secretary Computer Society of India, YCCE chapter.  • Creative co-head for Compufest’10, YCCE.  • Creative Head for CSI (Student Council)’11, YCCE.  • Magazine Editor for Compufest’11, YCCE.  • Contributed as the Class Representative (size:60) for 3 consecutive years, YCCE. | | | | |
| **EXTRA CURRICULAR ACTIVITIES** | | | | |
| * **Organized 2nd world summit for AICTE at Delhi, WOSA-2013.** * **Got Best Paper Award in Cybernetics in International Conference, ICSCI-2011.** * **Won 1st prize** in inter school ocean project competition, Nagpur. * **Won 1st prize** in calligraphy competition held in Modern school, Nagpur. * **Won 1st prize** in inter school folk dance competition. * Actively participated in social initiatives of Help Age India. | | | | |