

Sam Augustin Durai

Project Management Executive

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Proven Project Manager with a successful three-year track record in the publishing industry. Able to adapt to complex challenges, collaborate across teams, and consistently deliver projects on time. Lauded for exceptional customer satisfaction, and acknowledged in several books as a testament to my success.

Experience

Project Mangement Executive at Newgen Knowledgeworks

Jul 2023 - present

- **Led cross-functional teams:** Coordinated effectively with the project team, clients, vendors, and key stakeholders to ensure seamless project execution. Facilitates effective communication between all stakeholders involved in the project.
- **Managed book production cycles:** From acquisition of manuscripts to final delivery, ensuring high-quality publications on time.
- **Increased author satisfaction:** Maintained clear communication with authors, managing expectations and providing regular project updates.
- **Streamlined publishing processes:** Identified and implemented improvements to enhance efficiency and reduce publication timelines.

Project Mangement Executive at Integra Software Solution

Nov 2021 - Jul 2023

- Oversees all aspects of projects, including planning and organizing.
- Facilitates effective communication between all stakeholders involved in the project, including the project team, clients, vendors, and other key stakeholders.
- Ensures that the project meets the specified quality standards by monitoring project performance, identifying areas for improvement, and implementing corrective actions as needed.
- Develops a detailed project plan based on client requirements and objectives.
- Provides regular project status updates to stakeholders, including progress reports.

Education

Alpha College of Engineering and Technology

Sep 2014 - April 2018

- Bachelor of Engineering

Skills

- Decision Making
- Adaptability
- Team Work
- Communication
- Problem-Solving
- Time Management
- Critical Thinking
- Decision Making

Languages Known

- English
 - Read and write
- Tamil
 - Read and write

Declaration

I hereby declare that all the details provided above are true to the best of my knowledge.

Date:

Place:

Signature