Dipabali Bhattacharya
Business Development Manager

To work with great spirit and lead by example with passion, integrity and creativity to meet the challenges of the new millennium and to hold a responsible and challenging position in an organization having good working environment and provide best of me, both at technical, personal level to the organization.

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📍 Flat No. 201, Plot No. 104, Perfect Sapphire Apartment, Zenda Chowk, Abhyankar Nagar, Nagpur, India

SKILLS

Business Analysis

Business Development

Project Management

Project Planning

Requirement Gathering & Analysis

Project Budgeting & Price Negotiation

LANGUAGES

English
Full Professional Proficiency

Hindi
Professional Working Proficiency

EDUCATION

MCA
Sikkim Manipal Institute of Technology (SMIT)
2010 – 2013
Percentage
- 77%

WORK EXPERIENCE

Business Development Manager
ATM Softek
05/2020 – Present   *Nagpur, Maharshtra*
RESPONSIBILITIES:
- Generate business through online freelancing portal likes Upwork, Freelancer, OdeskWork.
- Developing Proposals, Bidding for Website and interacting with international/domestic clients.
- Providing Project Cost and Time Estimation, Developing Quotes, Creating Proposals, Interacting with Clients and Closure.
- Gathering Client's Business Requirements (Software Requirement Analysis) and then Leading the Project Team by walking through Functional Requirements.
- Communicating with Clients via Skype, e-mail and Calls.
- Maintaining the project management tasks through various project management tools such as, ZOHO, JIRA, ASANA, Trello.
- Controlling the time management. Organizing and motivating the project team.

Business Development Manager
Xlix Infotech Pvt. Ltd.
01/2020 – 05/2020   *Nagpur, Maharashtra*
RESPONSIBILITIES:
- Speak to customers, either face to face or over the phone. Gain an understanding of customers' diverse and specific business needs and apply product knowledge to meet them.
- Ensure quality of service by developing a thorough and detailed knowledge of Technical Specifications and other features systems and processes, and then documenting them.
- Identify and develop new business through networking. Handel and Follow Up All Leads and follow Up with Clients through the courtesy calls.
- Prepare and deliver presentations and demonstrations of software to customers.
- Develop effective sales plans using sales methodology. Meet sales targets set by managers and contribute to team targets.
- Manage workload in order to organize and priorities daily and weekly goals.
- Bidding for Particular Product and Services for different portal. Prepare Technical, Final Proposal & SOW after Counseling.
- Assessing customer feedback and using your creativity to establish, improve, and refine services. Report delivery status to customers and develop required delivery documentations.
- Schedule Meeting (on call/walking) of Clients.
- Collecting Project On-board Details with Complete Information. Handover Project with All collected details after approval of Clients.

EDUCATION

BCA
Siliguri Institute of Technology (SIT)

2007 – 2010

Percentage
- 81%

H.S
S.S.G.H.S (Board-WBCHSE)

2007

Percentage
- 74.8

Madhyamik
S.S.G.H.S (Board-WBBSE)

2005

Percentage
- 66.25

BID ON TECHNOLOGIES

Ruby on Rails

PHP & it's Frameworks: Laravel, CodeIgniter, CakePHP, Magento

Python & Django

WordPress, Woocommerce, Bigcommerce

Shopify   Prestashop

Molile Apps Development on Android & iOS Platform, React Native

Game Development, Unity 3D & 2D

Cross Platform App Development - Iconic Framework

Microsoft .NET

Angular JS, React JS

WORK EXPERIENCE

Business Development Executive
Cryptex Technologies Pvt. Ltd.

01/2017 – 12/2019   *Nagpur, Maharashtra*

RESPONSIBILITIES:

- Generate business via portals like Upwork, Guru, PPH and Freelancer.
- Developing technical proposals. Developing quotes and writing technical documents for the product or services which needs to prepare as per the client's requirements.
- Make cold calls to explore new business opportunities and Interact with potential clients via email, Skype or phone to establish rapport and setting up meetings or conferences.
- Planning and overseeing new marketing initiatives. Identifying new sales leads and generate leads.
- Pitching the particular product or services. Researching organizations and individuals online (especially on social media) to identify new leads and potential new market.
- Maintaining fruitful relationships with existing customers. Taking follow ups from client as day-to-day basis. Negotiating and renegotiating by phone, email, and in person.
- Analysis the Requirement Specification provided by client, prepare the report and project's planning based on the client's requirements. Providing cost estimate and time estimate after generating leads and achieve the project. Preparing PowerPoint presentations and sales displays.
- Providing reports based on Monthly-Business-Review and maintaining in excel sheet and update on current revenue and the expectation and achievements to the CEO/Manager.
- Maintaining the project management tasks through project management tools - ZOHO, JIRA, ASANA, Trello.

Additional Responsibilities
Project Management

RESPONSIBILITIES:

- Analysis the Requirement Specification provided by client, prepare the report and project's planning based on the client's requirements.
- Dividing the projects tasks into milestones or small units of groups and assigning the project tasks into the internal team members.
- Maintaining the project management tasks through various project management tools such as, ZOHO, JIRA, ASANA, Trello.
- Controlling the time management. Organizing and motivating the project team.
- Cost estimation and developing the budget.
- Control the changes into the Project.
- Reporting to the Senior Manager/ CEO about the project's progress.
- Accomplished Project objective within time (Agile or Scrum Methodologies, always follow the SDLC, STLC, TDD, BDD Process).
- Aware about the deployment process of AWS, Heroku, DigitalOcean.

System Integration Engineer
Tata Consultancy Services (TCS- CMC Ltd.)

05/2015 – 11/2015   *Kolkata, West Bengal*

RESPONSIBILITIES:

- Writing effective codes in order to design and development web applications/softwares.
- IDE: Eclipse Luna; Web Technologies: HTML, CSS, Bootstrap; Skills: Java, C, C++, SQL, PL/SQL; RDBMS: Oracle 11G.

Assistant Teacher of Computer Science & Application
Techno India Group & G.G.H.S

09/2013 – 05/2015   *Jalpaiguri, West Bengal*

RESPONSIBILITIES:

- Taught C, C++, Java, MS-Word, MS-Excel, Power Point to 5th Standard to 12th Standard Students.

CERTIFICATES

PMI Agile Certified Practitioner (PMI-ACP)® (06/2020)
Agile Certified & Scrum Certicied Practitioner from Project Management Institute

CSIR- CMERI (Central Mechanical Engineering Research Institute, Durgapur) (01/2013 – 05/2013)
Development of Web Based Network Monitoring & Administrative Tool.

PERSONAL INFORMATION

Name: Dipabali Bhattacharya

Husband's Name: Pitam Bhadury

Marital Status: Married

Date of Birth: 31.10.1988

Place: Nagpur, Maharashtra.