

JAMEEL INAMDAR

Seasoned Amenities | Projects | Business Dev. Manager

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PROFESSIONAL SUMMARY:

Results-driven Ops Exec with 20+ yrs in amenities O&M mgmt., vendor relations, compliance, and biz growth. Skilled in event Mgmt. digital mktg., back-office ops, and property lease mgmt. Proven leadership in strategy, project mgmt., risk Mgmt. Sustainability, Tech. Mgmt. and team oversight across intl. commercial, residential, and mixed-use properties.

PROFESSIONAL EXPERIENCE:

✚ VE HOSPITALITY PVT. LTD Hyderabad, Telangana, India Dec 2024 – Present

Property Manager

- Managed daily operations, tenant interactions, leasing, and maintenance while assuring complete compliance and safety.
- Increased occupancy and rental income by 15%, improving financial performance while controlling costs.
- Led service, maintenance, security, and cleaning teams, which increased efficiency and compliance by 20%.

✚ ForWay Facility Management, (Oman and UAE) Jan 2013 – Dec 2019

Amenities Mgmt. + Project Mgmt. and Business Dev.

- Optimized amenities, maintenance, and compliance, resulting in a 15% cost reduction and increased efficiency.
- Managed financial planning, procurement, and healthcare efforts, increasing efficiency by 20%.
- Led site inspections, audits, and risk assessments, resulting in a 30% reduction in incidents and improved compliance.
- enhanced stakeholder connections, implemented sustainability programs using smart technology-based systems, and developed disaster preparedness strategies.

• Premier Developers Real Estate, Solapur Jan 2020 – Dec 2022

Facilities Portfolio, + Project, + Back Office & Site Mgmt.

- Implemented PDCA technique, including SWOT and root cause analysis, which improved health and safety compliance and reduced incidents by 30%.

- Optimized resource allocation, personnel scheduling, and procurement, resulting in a 10% cost savings and on-time project completion.
- Streamlined administrative processes, enhanced contact with property owners, and standardised property inspection reporting.

🚧 OSHIN Power & Care, Solapur

Jan 2023 – March 2024

Business Dev. and Project Mgmt. (Dist. of Okaya Battery, Inverters, and Solar Systems).

- Created targeted solar case studies and competitive proposals, which increased client acquisition by 25% and project contracts by 40%.
- Clients were educated on the benefits of solar energy, finance, and laws, which increased awareness and engagement.
- Provided comprehensive support, from installation to maintenance, to ensure long-term client connections.

🚧 DNS Saraf Group, Bangalore

April 2024 – July 2024

Sales & Business Development (Agriculture Products)

- Managed B2B relationships, increasing retention with targeted meetings and successful presentations.
- Conducted market research, launched promotional programs, and used internet marketing to increase sales by 15%.
- Led sales and marketing teams, ensuring that initiatives were in line with senior management goals.

SKILLS:

IT Proficiency	Expertise in IT hardware, MS Windows, MS Office 365, MS Azure.
Tools	Skilled in CRM (HubSpot, Zoho), Jira, HootSuite, Google Analytics.
Admin & OPs	Process Opt. Resource Mgmt. Regulatory Comp. Vendor Mgmt.
Project Excellence	Focused on precision, risk Mgmt., and project constraints.
Business Promotion	Exp. in social media campaigns to boost sales & visibility.
Interpersonal Communication	Strong in building stakeholder and team relationships.
Financial Acumen	Proficient in CapEx/OpEx management and procurement.
Leadership	Proven ability in team lead, conflict res., and negotiation.

EDUCATION AND CERTIFICATIONS:

Qualification

MBA in Admin & Operations Management
Diploma in Electronics & Telecom
Facilities Management Certification
IOSH - Occupational Safety & Health Training
PMP (Project Mgmt. Professional) Certification
ISO 27001 Risk Management Training,
IELTS (Score 6.5)
Microsoft Training (O365, MS Azure, MS Project)
Solar VP Installer Certification (Suryamitra)
Practical Digital Marketing Course

Institute/Certification

Jaipur National University
S.E.S. Polytechnic, Solapur
Intl. Alison, Australia Online
Intl. Online Certification
Project Mgmt. Institute
Intl. Online Certification
British Council Institutes Dubai
Microsoft
N.S.D.C. Skill India
Udemy Intl. Cert.

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- **My Brief Introduction video:** https://drive.google.com/file/d/14JwlqMe-0l2p8lt0ZUTKJ37j00UL2fl9/view?usp=drive_link