

# Sandhya Singh

Corporate Communications & Business Development

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## PROFILE

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Accomplished Corporate Communications Manager with exceptional leadership, planning and project management strengths. Success devising innovative and targeted strategies to promote messages, enhance image and improve engagement. Over 11 years of experience in Business & Real Estate Consulting.

## EDUCATION

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- **Masters, Business Administration**

MGM Institute of Management Studies  
AICTE & UGC Board  
Mumbai, Maharashtra

Mastered, July 2012  
Marks 82%

## WORK EXPERIENCE

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### **Arora Industries Pvt Ltd. - Corporate Communications & BD Lead**

**(Jun 22 – Present)**

- Capitalized on carefully built business relations to enhance outreach and public image.
- Bridged the gap between Sales, Mktg and Clients by talking points to deliver consistent message across all internal and external communication channels.
- Revitalized deliveries against commitments by sharing reports, reviews and consistent meetings with the stakeholders.
- Implemented departmental processes and weekly reviews aimed at promoting company for an Auto pilot operational organization.

### **Xanadu Realty Pvt Ltd - Operations and Business Communication Lead**

**(Nov 20 – May 22)**

- Devised strategies to boost customer sales and drive referrals due to excellent service resulting in new customer relationships.
- Reviewed company's strategic plans and developed departmental goals and standards to support vision.
- Listened to staff and customer issues and conflicts to deliver solutions, propel customer experiences.
- Spearheaded projects by coordinating with House Of Abhinandan Lodha organizations to support strategy and operations.

### **A&A Business Consulting Pvt Ltd - Corporate Strategy & Business Development Head**

**(Nov 12 – Nov 20)**

- Evaluated diverse organizational systems to identify workflow, communication, and resource utilization issues.
- Compiled research data and gave professional presentations highlighting finds and recommended optimizations.
- Gathered, documented, and modelled data to assess business trends.
- Restructured procedures through coordination with compliance director to create and execute projects.
- Played a major role in accelerating the Sales pan India.

