# HISP BD

1. **Contributed to cross-functional teams for project success**:
   * Collaborated with teammates to achieve project objectives, improving task completion efficiency.
2. **Led efficient team meetings**:
   * Orchestrated weekly virtual team meetings for a 15-member team, ensuring prompt decision-making and task coordination, leading to a significant reduction in meeting times.
3. **Streamlined HR Operations**:
   * Transitioned from manual cheque-based payments to an automated Electronic Funds Transfer (EFTN) system, reducing errors, saving costs, and ensuring on-time salary payments.
4. **Monitored project progress and stakeholder relations**:
   * Successfully tracked project milestones and liaised with stakeholders, ensuring on-time project deliveries and enhancing stakeholder engagement.
5. **Produced critical financial reports**: Developed a customized app for precise expense and income tracking, in addition to meticulous documentation of paper receipts, enhancing clarity, transparency, and averting audit objections, resulting in cost savings and revenue growth.
6. **Drove innovation in project execution**:
   * Introduced innovative strategies that reduced project timelines, resulting in significant cost savings and improved project outcomes.