

# HIMANSHU TIWARI

himanshutiwari.contact@gmail.com | +91-9014696834  
himanshu-tiwari.github.io | LinkedIn: himanshutiwari1 | GitHub: himanshu-tiwari

## PROFESSIONAL SUMMARY

Results-driven professional with 3+ years of experience in **security operations, project management, and product coordination**. Proven success in leading **large-scale government projects (1,800+ certifications, 480% growth)**, implementing advanced security systems, and delivering **AI-powered solutions** with measurable impact. Skilled in cross-functional collaboration, data analysis, and process optimization with expertise in project management tools and emerging technologies.

## WORK EXPERIENCE

### Security Operations Specialist

June 2025 – Present

Rashtriya Raksha University, Gandhinagar

- Oversee live security monitoring systems campus-wide, ensuring compliance with safety and security protocols.
- Collaborate with IT team to implement network security measures and firewall rules for enhanced campus protection.
- Manage firmware updates and patches for cameras, NVRs, and VMS to maintain system security and reliability.
- Support internal audits by organizing and submitting documentation and footage logs as required.
- Certified in Genetec VMS for configuration, operation, and management.

### Assistant Project Manager

July 2023 – May 2025

Agile Group, Hyderabad

- Spearheaded PMKVY RPL Government Project, successfully certifying 1,800+ security personnel and achieving 480% growth.
- Managed end-to-end project activities including training scheduling, batch creation, progress monitoring, and data maintenance.
- Coordinated operations across multiple branch locations to streamline execution and worked closely with MEPSC.
- Compiled and analyzed MIS reports across branches, overseeing documentation and ensuring regulatory compliance.
- Leveraged project management tools (Jira, Click-Up) to track milestones, analyze data trends, and drive project success.
- Awarded "Appreciation by Agile Group" for outstanding performance.

### Product Coordinator

January 2022 – June 2023

MeGo, Hyderabad

- Conducted research and development using diverse sources to support creation of innovative and original products.
- Designed promotional reels and shorts using graphic tools, enhancing brand visibility and customer engagement.
- Delivered consultancy reviews and gathered client feedback to improve product performance and satisfaction.
- Received discretionary bonus for successful contributions to high-impact and challenging projects.
- Recognized as 2022 "Best Performer" for exceptional contributions to high-impact projects.

### Independent Freelance Projects (AI-Web & Graphics Design)

- Managed end-to-end project lifecycles for web development and graphic design from client onboarding to delivery.
- Integrated AI tools for content creation, design automation, and enhanced client deliverables.
- Collaborated with clients to define project scope, manage timelines, and execute solutions aligned with business goals.
- Built and deployed 10+ custom websites, improving online visibility and lead generation for small businesses.
- Increased client engagement by 40% through optimized web layouts and AI-powered content strategies.
- Reduced design turnaround time by 30% through AI-driven automation tools, boosting client efficiency.

## EDUCATION

### Bachelor of Science

Loyola Academy, Hyderabad

Relevant Coursework: Statistics (O), Entrepreneurship (O), Marketing Management (A)

Graduated

CGPA: 8.98/10

## TECHNICAL SKILLS

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- **Security & Monitoring:** Genetec VMS, Honeywell Impact, Network Security, Firewall Configuration
- **Project Management Tools:** Jira, Click-Up, Trello, MS Office 365
- **AI & Digital Marketing:** Generative AI, Google Ads & Analytics, SEO, Graphic Design Tools
- **Core Competencies:** Business Analysis, Process Management, Public Speaking, Leadership, Data Analysis.

## CERTIFICATIONS

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- Google Ads & Analytics
- Generative AI Content Creation
- Search Engine Optimization (SEO)
- Jira Project Management
- Business Analysis & Process Management
- Click-Up Project Management
- Genetec VMS Configuration & Management