HIMANSHU TIWARI

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PROFESSIONAL SUMMARY

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

WORK EXPERIENCE

Security Operations Specialist   *May 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 Security tool for configuration, operation, and management of Genetec VMS

Assistant Project Manager   *July 2023 – December 2023*
MeGo

- 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
- Recognized as 2022 'Best Performer' for exceptional contributions to high-impact projects

Product Coordinator   *January 2022 – April 2023*
Agile Group

- 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
- Awarded 'Appreciation by Agile Group' for outstanding performance

Freelance AI Web & Graphics Designer   *Ongoing*

- 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

EDUCATION

Bachelor of Science   *Graduated*
Loyola Academy, Hyderabad   CGPA: 8.98/10
Relevant Coursework: Statistics (O Grade), Entrepreneurship (O Grade), Marketing Management (A Grade)

TECHNICAL SKILLS

Security & Monitoring: Genetec VMS, Impact: Honeywell, Network Security, Firewall Configuration, Live Monitoring Systems

Project Management: Jira, Click-Up, Trello, MS Office 365, Risk Management, Project Scoping, MIS Reporting

AI & Digital Marketing: Generative AI, Content Creation, Google Ads & Analytics, SEO, Graphic Design Tools

Core Competencies: Business Analysis, Process Management, Public Speaking, Leadership, Prototyping, Data Analysis

CERTIFICATIONS

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