



NAVEED HUSSAIN SYED

Project Coordinator

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ABOUT ME

Detail-oriented and motivated professional in project coordination, project management, and cross-functional collaboration. Skilled in communication, coordination, and timeline management, with a strong interest in IT and software development projects. Seeking to contribute for a Project Management roles by driving projects to successful completion and supporting organizational goals.

EDUCATION

Computer Science Engineering

Nimra College Of Engineering & Technology
JNTUK – **7.38 CGPA**
Vijayawada, Andhra Pradesh

2021-2025

Intermediate

Sri Chaitanya Junior College
BIEAP – **864 Marks**
Kavali, Andhra Pradesh

2019-2021

SSC (10th Std)

Little Angels E.M High School
BSEAP – **9.7 CGPA**
Nellore, Andhra Pradesh

2018-2019

EXPERIENCE

SISF (NGO)

Head of social media management
Nellore, Andhra Pradesh

August 2019 - May 2022

Experienced head of social media management with a passion for driving impactful change through digital platforms. Proven track record in crafting compelling content strategies that amplify NGO missions, engage diverse audiences, and mobilize support. Skilled in community management, analytics-driven decision-making, and leveraging social trends to enhance visibility. Committed to ethical storytelling and fostering meaningful connections that inspire action and drive organizational goals forward. The key skills such as content strategy, community management, analytics, and alignment with organizational mission helped me to grow in NGO.

Zolostays property solutions
Associate
HSR layout, Bangalore

July 2025- present

Routing qualified opportunities to the appropriate executives for further development and deal closure. Maintaining solid ties through communication by sharing relevant info with clients. Developed and executed a comprehensive CRM strategy, resulting increase in overall client satisfactory ratings. Making potential lead clients to convert into revenue generation.

INTERNSHIPS

Skill Dzure Technologies Pvt.Ltd
Machine Learning Intern
Hyderabad, Telangana

April 2023 - June 2023

As an Machine Learning Intern at Skill Dzure Technologies Pvt.Ltd.

Developed ML based projects using python programming language. Collaborated with cross-functional teams to troubleshoot and debug issues. Assisted in the design and implementation of database structures. Conducted testing to identify and fix software bugs. Worked on ML based real time projects - Boston house prediction(XG boost), Loan status prediction, Tesla stock calculations, Wine quality check, Random forest.

ExcelR Solutions
Cloud Computing Intern
Hyderabad, Telangana

June 2024- August 2024

As an Cloud Computing Intern at ExcelR Solutions

Participated in the deployment and configuration of cloud infrastructure. Assisted in the development of scalable and reliable cloud-based solutions. Gained hands-on experience with cloud platforms like AWS or Azure.

Zolostays Property Solutions Pvt.Ltd.
Inside Associate Intern
Bangalore Urban, Karnataka

July 2024 - September 2024

As an Inside Associate Intern at Zolostays Property Solutions Pvt.Ltd., I've worked on Lead squared, CRM, ERP Dashboard and Omega Operations. Routing qualified opportunities to the appropriate executives for further development and deal closure. Maintaining solid ties through communication by sharing relevant info with clients. Developed and executed a comprehensive CRM strategy, resulting increase in overall client satisfactory ratings. Making potential lead clients to convert into revenue generation.

SKILLS

- Report Writing & Presentation Development
- Data Analysis & Interpretation
- Microsoft Excel
- Strong Communication & Interpersonal Skills
- Timeline & Deadline Management
- Cross-functional Team Collaboration
- Problem-Solving & Critical Thinking
- Documentation & Reporting
- Microsoft PowerPoint
- Fast learner & trend aware
- Content publishing

INTERESTS

- Exploring new Digital Tools and Analytical Trends
- Project Management Methodologies
- Process Optimization & Workflow Efficiency
- Team Collaboration & Knowledge Sharing
- SEO-friendly blog content

DECLARATION

I, Naveed Hussain Syed, hereby declare that the information contained herein is true and correct to the best of my knowledge and belief.

Bangalore
20-8-2025