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PROFILE SUMMARY

- A highly motivated professional with over 21 years' experience and well exposed to all aspects of the sales operations (Bid Management, Proposal Management, Proposal Authoring)
- Extensive experience in US Federal, State & Local Government and Commercial opportunities
- Experience in addressing RFx, Budgetary proposals belonging to the Banking, Automotive, Life Sciences, Travel and Retail Industries
- Expertise in handling pursuits for various services lines including Application Development, Maintenance, & Support, System Integration, Testing, ecommerce, Business Intelligence, BIG Data and Mobility
- Skilled in managing virtual teams and stakeholder management, establishing effective communication with key stakeholders: Senior Leadership, CXOs and other cross functional leaders
- Experience of managing large and complex multi-tower pursuits in the range of US \$10M – US \$2B
- Received numerous appreciations and awards for delivering outstanding support and value to the business

SKILLS & COMPETENCIES

- Pre-Sales Support
- Proposal Management
- Proposal Authoring
- Bid Management
- Story Boarding
- Knowledge Management
- Commercials & Pricing Models
- SOWs
- Stakeholders Management
- Comprehensive problem-solving abilities
- Excellent written, oral and presentation skills

Key Achievements

Bank of America presales team was completely onshore, and they have never leveraged the offshore team. I was selected to travel to the US (Charlotte, NC) (Nov-Dec 2008) for on job training for presales. I was instrumental in setting up the presales process at offshore as a pilot for US region replicating their process with stringent SLA's .

Pilot program for US was very successful and well received by leadership for cost optimization which was later replicated for the EMEA (Europe, Middle East and Africa) region. I traveled to London, UK (Feb 2011) to understand their process and build the team in offshore.

PROFESSIONAL EXPERIENCE

- **Accenture – Proposal Manager**
Apr 2017-Till Date
- **Napier Healthcare- Bid Manager**
Nov 2015-Apr 2017
- **Abacus Service Corporation- Presales Manager**
Feb 2014- Nov 2015
- **IBM India Pvt Ltd- Proposal Writer**
Mar 2013 – Sep 2013
- **BA Continuum India Pvt. Ltd. (Bank of America)- Team Lead- Proposal SME**
Mar 2006 - Mar 2013
- **Midwest Granite Pvt. Ltd Call Center Executive**
May 2005 - Mar 2006
- **ICICI Bank (PBG) Customer Service Officer**
Mar 2003 - Nov 2004

TECHNICAL SKILLS

Microsoft - Word, Excel, Power Point, SharePoint and Teams.

EDUCATIONAL QUALIFICATION

Master of Business Administration from Indian School of Business Management and Administration

Bachelor of Commerce from Osmania University

ROLES AND RESPONSIBILITIES

Bid Management

- Organize the kick-off call and prepare the pursuit qualification deck.
- Prepare the bid & response plan indicating important milestones and the R&R matrix.
- Identify the pursuit team and organize calls in alignment with the bid plan.
- Steering collaboration and integration of RFP response process and associated documents on highly time sensitive schedules for complex, multi-tower, local/global engagements including opportunity tracking information & metrics
- Work closely with multiple support groups like Solution Architecting, Pricing, Legal, Graphics, Market Insights, Capability, Industry teams to put together a winning proposal to the client.
- Follow up with leadership to ensure technical and commercial approvals are obtained before bid is submitted.

Proposal Management/ Authoring

- Lead the storyboard and win theme discussion with the sales, solution and the leadership.
- Publish the response straw-man clearly identifying the major components of the proposal and the owners for each section.
- Lead a team of proposal authors and creative teams for large deals.
- Take a proactive approach for identifying the references/credentials and also reaching out to the delivery for key profiles.
- Co-ordinate to develop content for the executive summary, value proposition and other key sections of the proposal based on inputs provided by leadership teams.
- Facilitate proposal response reviews to ensure that there are no gaps, and it addresses all customer requirements mentioned in the RFP document.
- Walkthrough of the submitted responses with the wider team to share the experience, challenges faced and the new content that has been created.
- Maintain a database of all the submitted artefacts and upload documents to the common repository to be used by the team, where necessary.
- Conducting compliance check of the proposal with client requirements and specifications for example mapping proposal response to the questions asked in the RFP.

Commercials

- Facilitate discussions on the commercial model in consultation with the Pricing team, the delivery teams and business leaders.
- Assist in completing the client pricing template, if any, as per the RFP instructions.

Bid Defense/Orals

- Create the storyboard for the defense to effectively communicate our solution, approach & value proposition.
- Collaborate with various stakeholders to collate the content and enable the reviews of the presentation deck.
- Help the delivery teams in building a draft version of the SOW
- Manage client visits, floor walks, dry run, other logistics as required.

Other Pre-Sales Activities

- Collaborate with the sales in the preparation of sales kits and targeted pitches for the end clients.
- Working with the inside sales by creating the content for mailers and mailing campaigns.
- Provide market intelligence reports regarding the industry, clients and the competition.

People Management

- Managed team of Proposal Authors, Graphic designers overseeing their allocations and deliverables according to their strengths and weakness.
- Developing employee skills and performance through training and coaching.
- Hiring, training, and developing new employees to meet organizational goals.
- Providing regular feedback on an individual performance, helping to develop an employee's skills where needed, and addressing performance problems.
- Reviewing employee annual performance evaluations and providing feedback on areas for improvement.

Recent Awards:

Power of One Award for Q2 FY24 Future Enterprise Operations Global Recognition Awards.