

Anisha Sahai

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CAREER OVERVIEW

Experienced professional with a demonstrated history of working in the internet industry. Skilled in information technology, Operations Management, client Management, and project Management.

PERSONAL SUMMARY

- An astute, go-getter & result oriented professional with a keen interest in providing the best client Experience.
- Organised and diligent, with excellent written, oral and interpersonal communication skills.

WORK EXPERIENCE

People Media (Google Partner Digital Marketing Company) –Assistant Manager- Client Servicing & HR – (June 2018 – September 2018)

- Partner management.
- Human Capital Management
- New Initiatives.
- Operations Management
- Team Management
- Project Management
- Coordinate with internal teams to ensure timely fulfilment of products orders/services
- Part of a team that redesigns workflow to better utilize resources.
- Present plans to management based on the analysis for future projects and the changing organization.

Dying Art (Connecting Asian Martins with Western Consumers)
- Jr. Project Manager - (April 2017- April 2018)

- Lead the team towards attaining the set objectives and goals for the organization in the Northern zone of India.
- Partner management
- New City Launch
- Projects:
 1. Yoga Sutra
 2. Just Migrate
 3. Broken Wings.
- Community Promotions
- Social Media Promotions
- Coordination with IT Teams
- Activities for Charitable Trust

JK Technosoft (Service Provider with two decades of experience)-
Analyst - (Dec 2015- Jun 2016)

- Assisting with the business case
- Planning and monitoring
- Eliciting requirements
- Requirements organization
- Translating and simplifying requirements
- Requirements management and communication
- Requirements analysis

HCL Technologies (Leading Innovative Technology Solutions Provider)
- Sr. Analyst - (Jun 16- Feb 17)

- Client retention.
- Work closely with clients and the business to identify and analyse core business processes and workflows.
- Strong business/client engagement skills.
- Documentation of process and work flows.

EDUCATION

GRADUATE FROM SRM INSTITUTE OF SCIENCE AND TECHNOLOGY.

RECENT ACHIVEMENTS

- Invited by Invictus- an award-winning company at recently completed WHRD Congress, Mumbai 2018 as a part of delegation team.
- Worked for a Women Safety Initiative which was especially designed for working women.
- Got a chance to interact with few of best minds from across the world at WHRD Congress.

Personal Information

Marital Status: Unmarried
Languages: English and Hindi.

Anisha Sahai