

Vidit Kohli

I.T. Project Manager

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PROFESSIONAL SUMMARY

Versatile Energetic, driven, and accomplished hands-on Project Manager who leads teams to design and implement successful IT projects that align business and IT objectives and deliver rapid results. Project Management | Strategic Planning | Business Process Design

WORK EXPERIENCE

Project Manager at CSOS Corporate Solution Pvt. Ltd

April 2025 - Present

New Delhi

- Project planning & execution; timeline & milestone tracking; risk assessment & mitigation; resource and budget management. • Leading strategic initiatives including business process automation, ERP/CRM implementations, and infrastructure projects for high-end clients.
- Monitoring multiple projects with varying complexity; defining scope, managing requirements, and ensuring delivery quality. • Automation of workflows using RPA (UiPath) for multiple client engagements. • Managing IT team and resources to support internal software development projects; maintaining clear reporting and documentation. • Client liaison for requirements, deployment, and maintenance support
- Integrated HR Suite Delivery — Delivered an end-to-end HR platform covering biometric attendance processing, document handling, Flutter mobile app, web portal, and a VB.NET desktop application. Coordinated cross-platform integration and data consistency across modules; supported deployment, user onboarding, and operational handover.

Project Lead at CSOS Corporate Solution Pvt. Ltd.

August 2021 - February 2024

New Delhi

- Managed projects end-to-end from initiation through completion; defined scope, objectives, milestones, and deliverables. • Ensured business requirements were defined, understood, and signed off; managed change control and stakeholder expectations. • Proactively managed project risks and issues to minimize impact on timelines and outcomes. • Coordinated project reporting, reviews, and steering meetings; optimized execution using feedback loops. • Led development and implementation of multiple BFSI sector projects for high-end clients. • Managed a team of 30+ IT resources; ensured delivery quality and documentation.

Software Developer at Artibuzz Handicrafts

June 2020 - July 2021

New Delhi

- Developed and launched the company's e-commerce website, integrating secure payment gateways, inventory tracking, and automated order management to improve transaction efficiency and customer experience. • Optimized vendor sourcing and inventory management; reduced procurement costs by 15% through streamlined digital tracking systems and supplier performance analysis. • Supported multi-channel digital marketing (SEO, Google Ads, social media campaigns, and content marketing)

at

Corporate Operations Associate (Intern) at Mercer Mettl

January 2019 - June 2019

Gurugram

- Primary point of contact for corporate clients; handled service requests and provided real-time support for online assessment solutions. •Assisted advanced visual proctoring setup, including face recognition and live monitoring to reduce malpractice in online exams. •Created custom reports and dashboards using Excel and SQL to provide data-driven insights for hiring and candidate evaluation.

EDUCATION

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SKILLS**Technical:** Python • SQL • VB.NET • ASP.NET • React • Node.js**Soft Skills:** Communication • Problem Solving • Critical Thinking • Adaptability • Team Collaboration**Languages:** English (Fluent) • Hindi (Fluent)**Tools:** Cursor • Git • Microsoft Office