

SALMAN BELDAR

Business Development Manager

7802888436



salmanbeldar@gmail.com



Sarkhej road Ahmedabad, Gujarat



SUMMARY

Seasoned professional with 8 years of cumulative experience, including 7 years at S&P Global Market Intelligence –a prominent MNC. Proven expertise in spearheading automation projects, client relationship management, people leadership, and process enhancement. Adept in training and development. Successful US Tax Consultant experience. Committed to client satisfaction, process improvement, and skill diversification.

EDUCATION

MBA (Finance)

L.J. Institute of Business Administration

Gujarat Technological University, Ahmedabad, Gujarat

Post Graduated: 2015

CPI: 7.46

BBA (Bachelor of Business Administration)

Shree Chimanbhai Patel Institute of Business

Administration

Gujarat University, Ahmedabad, Gujarat

Graduated: 2013

Percentage: 66%

SKILLS

- Process Automation
- Client Relationship Management
- Training and Development
- Data Analysis
- Project Management
- Team Leadership

PROJECTS:

- Initiation of Automation Projects (UK Market)

Led development and implementation of automation projects targeting the UK market.

- Mapping with Correct Issuers

Identified and linked 39% of documents (1318 out of 3387) with actual issuers, improving accuracy.

- Data Transactions Audit and Error Rectification

Conducted comprehensive audit of 70k transaction rows for 2021, ensuring data accuracy.

- Microsoft Information Protection Project UAT tasting.

> Object: To bolster enterprise cybersecurity

> UAT tool: The Microsoft Information Protection tool

> Protection areas: Assignment of classification labels (Internal Use Only, External, Confidential, Highly Confidential) Office 365 files and emails, Word documents, Excel spreadsheets and PowerPoint presentations.

PROFESSIONAL EXPERIENCE

Business Development Manager

Heron Technical Solutions LLP | 2023 – Present

- Manage client inquiries, ensure effective people management and identify growth opportunities.
- Conduct face-to-face interactions with clients to strengthen relationships.

Data Analyst-Data Operations

S&P Global Market Intelligence. | 2016 – 2023

- Trained and onboarded new users, resulting in improved sampling accuracy.
- Collaborated across departments to resolve client inquiries, significantly reducing question volume.
- Elevated data collection standards, enhancing data quality.
- Efficiently managed workflow and user shifts, achieving 100% client query resolution within TAT.
- Successfully revived a stalled automation project within one month, saving 0.5 FTE.
- Initiated a new automation project, saving an additional 0.5 FTE.
- Proactively audited CIQ product to enhance quality.

US TAX Consultant

I-Link Infosoft Consultants Pvt. Ltd. | 2015 - 2016

- Developed and tested diverse US tax forms, gaining IRS approval.

AWARDS & ACHIEVEMENTS:

- Zero Defect Award | February, April, and August 2022
- Star Performer of the Month | August 2022
- Organized Champ Award | June and August 2022
- Innovation Champion Award Nominee | H2 2022