Abhay Saini

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An Engineering Graduate | Functional Consultant | Experienced in liaising with International Clients | Goal oriented determined and focused with a keen eye for details | Highly Self-Motivated | Look forward to work with a reputed organization and contribute to the symbolic growth of the organization.

Personal Competency/ Key Skill Set

- Requirement Gathering & Analysis
- Wireframing & Prototyping
- User Acceptance Testing
- Corporate Product Training
- Microsoft Suite

- CRM Administrator
- Tableau for Business Intelligence
- Stakeholder Management
- User Stories & Acceptance Criteria
- Database Systems

- Business Process Modelling
- Technical Documents
- Product Competitive Analysis
- Client Management
- Agile SDLC

Work Experience

- **CRMNEXT | Consultant|** (June 2019- Present)
    - ◆ Working as a Functional consultant of an **Enterprise level SAAS CRM**.
    - ◆ Working in a team which has ideation of improving **product features/enhancements**, performing change management, build a platform for further product line, corporate product trainings and product demos.
    - ◆ As a part of Global Operations group responsibilities also involves revenue streamlining, portfolio management and profitability.
    - ◆ Key responsibilities include **consulting, solutioning, designing, customizations** and **support** for the internal stakeholders and clients.
    - ◆ Prepare and support international team in **product demos** for customers and sales force automation awards and exhibitions.
    - ◆ Analyze, Elucidate and document requirements (**BRD, FRD, SRS, IDR, Configuration Documents, Use Cases, Process Models**, etc.)
    - ◆ Support the development team in **issues identification and resolution.**
    - ◆ Support the testing team for performing the **Regression tests**.
    - ◆ Prepare and organize **User Acceptance Testing.**
    - ◆ **Analyze Gaps** to accommodate the new feature(s) based on the business
    - ◆ Focused on building automated solutions, which are basically improving the overall performance and are solving business problems.
    - ◆ Proficient in working with **designing tools** like Balsamiq and process automation modelers like Bizagi and Draw.io.
    - ◆ Provided **product training** to employees and customers.

- **Aptara Corp | Associate Project/Client Manager** | (June 2018- June 2019)
  - Working in the project management team and bridging the gap between client and the production team.
  - Managing the complete life cycle of the project starting from receiving the projects, sending them in a workable format to the composition team, monitoring the execution and ensuring that the end deliverable is delivered in a timely manner with highest quality standards.
  - Coordinating with representatives of companies like EY, Goldman Sachs, State Street, Black Rock etc. to assist them in making SEC (U.S. Securities and Exchange Commission) Filings.
  - Planning jobs according to their due times and complexities, ensure systematic distribution of work amongst the teams, following up on the progress of the projects, and ensure overall co-ordination of the work between various teams and departments.
  - Interacting with the Clients on a continuous basis regarding the specifications of the projects, handling their queries, keeping them updated about the status of the current projects through con calls, live chats, e-mails and phones.

- **edWisor.com |Business Development Executive (Intern)** | (Feb - June 2018)
  - Counsel working professional, student and fresher regarding career paths that are more in demand like Web Development and Data Science.
  - Conducted proactive consultative need analysis for new customers and developing product solution which met the needs of each customer.
  - Brand Awareness initiatives by making people understand the value of the product offered.
  - Experience working with leadsquared and maintain accurate records.
  - Generated revenue of around 3.4 lakh for the company (average product cost 20,000) in 3 months.

Educational Qualification

Year	Course	Institution	Marks Secured
2014-2018	B-Tech (Computer Science and Engineering)	Galgotias University, Greater Noida.	7.78 cgpa
2014	XII CBSE	Marigold Public School, Noida	74.6%
2012	X CBSE	Marigold Public School, Noida	8.8 cgpa

Academic Highlights:

- Appointed as the **General Secretary** to **Galgotias University Student Council**.
- Organised the **Voter Awareness Event 2017**, an initiative by **Election Commission of India and District Administration** of G.B Nagar.
- Devised the Sports Society at Galgotias University.
- Organised a Zonal Level AKTU Sports Fest at Galgotias Educational Institutions.

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