

# JENISHA PATEL

*MANAGER, Business and Projects*

## CONTACT DETAILS

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## DESCRIPTION

Qualified and dedicated Manager with experience building Web and Mobile apps and leading platforms that have a meaningful impact to the company and clients.

## EDUCATION

St. Francis of Assisi Convent High School  
**High School, Major in Science**  
2010-2011

G.H. Patel College of Engineering and  
Technology  
**Bachelors of Engineering in Information  
Technology**  
2011-2015

## EXPERTISE

- Sales
- Business Development
- Project Coordination
- Cost Analysis
- Risk Analysis
- Budgeting
- Resource Management

## PROFESSIONAL SKILLS

- Exceptional communication and networking skills
- Knowledge about the growing marketing industry
- Able to work independently and collaboratively
- Work closely with the client and technical team to ensure smooth communication and on-time project delivery.
- Worked with clients based in Canada, USA, Australia, Mexico and UAE

## EXPERIENCE

### Manager, Projects and Business

*i-Lanam Technologies (2021-Present)*

- Communicate with client and technical team and ensure project progress is on time and as per client's requirement
- Follow Agile Methodology and work in Sprints
- Prepare tasks and deadlines via Gantt Chart
- Manage Sales team and achieve business target
- Expertise with freelancing platforms like Upwork, freelancer, etc.
- Worked with LinkedIn sales tools and generate leads
- Worked with Project management tools like Asana, Trello, Monday.com, ActiveCollab, Basecamp, Bitbucket
- Worked directly with C-Level executives and managers.
- Managed projects in domains like E-commerce, Social media, Education, Sports and betting, Scheduling and management, FinTech, On-demand Services, Event Management.

### Business Development Executive

*La Net Team Software Solutions (2019-2020)*

- Coordinate with market research and divisional teams and identify business requirements.
- Develop new business plans and monitor all mergers and acquisitions.
- Set up meetings with potential clients and listen to their wishes and concerns
- Negotiate/close deals and handle complaints or objections of body text

### Fashion Consultant

*Brooks Brothers, RBL (2018-2019)*

- Demonstrate or explain products, methods, or services to persuade customers to purchase products or use services.
- Provide product samples, coupons, informational brochures, or other incentives to persuade people to buy products
- Sell products being promoted and keep records of sales.

### Customer Relationship Executive

*Concept Motorbike Pvt Ltd (2016-2017)*

- Confer with customers by telephone or in person to provide information about products or services, take or enter orders, cancel accounts, or obtain details of complaints.
- Resolve customer complaints or answer customers questions regarding policies and procedures.
- Review insurance policy terms to determine whether a particular loss is covered by insurance.

### Floor Manager

*High Street Phoenix (2015-2016)*

- Establish and maintain relationships with individual or business customers or provide assistance with problems the customers may encounter.
- Serve as liaisons between Store and Mall Management
- Establish departmental responsibilities and coordinate functions among departments and sites