



Indrajit Chowdhury

Assistant Manager Operations

📍 Bengaluru Karnataka

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About Me

I am a highly passionate individual who thrives upon seeking new challenges through my career as a Manager in operations. My initial years of working in the business industry push me to go further in discovering more things in it. Of course, I am motivated to join a group of seasoned and experienced Manager in operations in the industry respectively.

Skills

- Data Visualisation
- Analytical and Research Skills
- Problem Solving
- User Acceptance Testing
- Critical Thinking
- Work in team or Individual
- Creative Thinking
- Brain Storming
- Good in Time Management
- Team Handling
- Team Management

Experiences

● Asst. Manager at Nobroker

Jan 20 - Apr 24

- Analysed operational improvements against KPIs to measure progress.
- Collected, organised and input information into databases for storage.
- Analysed and tracked data to prepare forecasts and identify trends.
- Facilitated strategic decision-making by creating detailed reports across multiple data axis.
- Maintained consistent database security and integrity through logging, audits and transaction monitoring.
- Collaborated cross-functionally with diverse teams in cleaning, assessing and interpreting data.

● Startup Founder : Indro Technologies Private Limited OCT2018 - DEC 2020

- Negotiated terms of business acquisitions to increase business base and solidify market presence
- Identified business development challenges and customer concerns for proactive resolution
- Established organizational mission statement through extensive collaboration and review
- Established, optimized, and enforced business policies to maintain consistency across industry operations
- Defined company roles and responsibilities to establish and enhance processes.
- Prepared range of written communications, documents and reports.
- Supervised work of contracted employees to deliver work on schedule.

● Unit Head at Nobroker

Apr 16 - Oct 18

- Collected, organised and input information into databases for storage.
- Analysed and tracked data to prepare forecasts and identify trends.
- Facilitated strategic decision-making by creating detailed reports across multiple data axis.

Tools Used

- Ms Excel
- Dashboard Making using Power Query
- Powerpoint
- Sql Quires

Education

- 2016
Bachelor of Engineering Technology
Information Science
SJB Institute of Technology
Bengaluru (KA)

- 2013
Junior Engg || Computer Science
Information Science
BSF Institute of Technology
Bengaluru (KA)

- 2008
10th Standard
Kendriya Vidyalaya Army Cantt.
Silliguri WB

- Maintained consistent database security and integrity through logging, audits and transaction monitoring.
- Collaborated cross-functionally with diverse teams in cleaning, assessing and interpreting data.

● **Certifications**

- Ethical Hacking Expert (Level 1.0) workshop certified by IIT Bombay.
- Ethical Hacking Expert (Level 2.0) workshop. Certified by IIT Bombay.
- Participated in 'Network King Competition-2014' conducted by LIVEWIRE.
- Completed Pragnyan Level III conducted by ZesTech Global Pvt Ltd.

● **Hobbies and interests**

- Playing Basketball
- Singing Songs
- Cooking

● **Languages**

- English (Fluent)
- Hindi (Fluent)
- Bengali (Mother Tounge)