



Saheli Roy

pursued masters in International business and management | system engineer

Canning Town, London, UK

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About

An enthusiastic confident, honest with hardworking individual with an excellent ability to interact with stakeholders of all ages and backgrounds. I have experience in leading teams through various projects, and I have developed strong communication and problem-solving skills. Passionate about careers and completed an internship in management role and am proficient in relevant software such as Microsoft word, Sap, Qad. I am confident that my analytical and quantitative skills would make me an asset to any team.

BRANDS WORKED WITH

- FTD Automation Private Limited
- Harrods
- ITTI PVT LTD
- Karnataka Power Transmission Corp Ltd (Kptcl)
- SalesEra
- University of Portsmouth

Experience



● sales concession

Harrods | Feb 2023 -

Managing sales concessions and discounts to drive revenue and increase customer satisfaction and also handled customer inquiries and disputes related to sales concessions in a timely and professional manner. Also worked to resolve issues and maintain positive relationships with customers.

Customer relationship tools used: Seven-rooms , open table



● Human Resources Management

SalesEra | Jan 2023 - Mar 2023



● Human Resources Intern

SalesEra | Jan 2023 - Mar 2023

Assisted with recruiting efforts, such as posting job listings, screening resumes, and scheduling interviews (85%)
Helped to onboard new employees by completed paperwork, conducted orientations, and provided information about company policies (90%)
Managed research on industry trends and best practices related to HR (90%)
Approved that all changes to employee files are properly documented and approved by the appropriate authority (75%)
Assisting with and developing a recruitment campaign
Negotiating terms and conditions of employment with staff
Support management according to the strategy of the country and the global HR policy

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● Student

University of Portsmouth | Jan 2022 - Mar 2023

Modules Covered:
Global sustainability ,Financial Management, Corporate Strategy, International Marketing, International Business, Economics, Operation Management.

- **System Engineer**

ITTI PVT LTD | Oct 2019 - Nov 2021

Interacted and cooperated with a range of individuals throughout the development and maintenance of the project (95%)

Managed multiple projects, including projects with tight deadlines, delivering all projects on time and within (90%)

Conducted a cost-benefit analysis to develop a cost-effective project management system.

Ensured optimum efficiency across a company, from production to distribution (85%).

Handled responsibility as tester maintenance project in Oleo Singapore Project (90%)

Involved as a developer and as a tester in maintenance project for General Mills Project (90%)

As a skilled team leader, I grew a diverse team of 30 individuals from a small group of 2 members. Planned and managed projects and be able to coordinate the work of multiple teams. I navigated team dynamics with ease and empowered my team to work collaboratively to meet common goals and deliver projects on time (85%)

Ensuring constant updates to line managers through weekly project status reports and presenting monthly progress reports to senior management

Worked closely with sales and business development teams for pre-sales to secure new business opportunities, resulting in approx. 75% project wins

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- **Intern**

FTD Automation Private Limited | Feb 2019 - Mar 2019

Internship on PCB designing development for RF Amplifier for the CDMA transmitter project in FTD automation

- **Intern**

Karnataka Power Transmission Corp Ltd (Kptcl) | Dec 2017 - Jan 2018

Internship on Transmission planning in KPTCL

Education & Training

2022 - 2023 ● **University of Portsmouth**

Master's degree,

2015 - 2019 ● **New Horizon College Of Engineering**

Bachelor of Engineering (BE),

2002 - 2015 ● **a k ghosh memorial school**

maths with computer science,