

AYUSHI SINGH

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Professional Summary

Experienced professional with a background in project management, operations, onboarding, HR processes and CRM with a passion for data analysis and technology. Skilled in team leadership, stakeholder management, and data analysis using Microsoft Suite and Power BI. Proven track record of delivering actionable insights, innovative solutions, and strategic guidance. Adept at leveraging technical knowledge, market analysis, and regulatory awareness to drive success in previous roles. Committed to driving project success in dynamic settings.

Experience

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| Merchandiser (Part time)
BDS VENDING SOLUTIONS | 03/2023 to Current
Dublin, Ireland |
| <ul style="list-style-type: none">Reorganized more than 100 replenishments across the Meta OfficesExecuted dynamic inventory management by tallying more than 40 in-stock products.Improved product quality checks for anomalies to meet customer expectations and comply with regulations. | |
| Product Operations Associate
ZOCDOC | 03/2022 to 06/2022
Pune, India |
| <ul style="list-style-type: none">Collaborated with 4 teams, and their leaders to broaden data models for 7 core projects related to US healthcare, Insurance, and stakeholder management using Power BI, contributing to a revenue of \$50,000 in 2 monthsAutomated and implemented standard methodologies for data management and interpretation of 4 major projects to ensure consistent information representation and reduce manual input time by 10%Analyzed the insurance front of the company and built 13 crosswalks for clients' requests using data analysis, alongside supporting the customer acquisition teamStandardized extensive research and process development on 25 top US-based insurances and related policies | |
| Associate- Operations and Customer Relations
FLEXING IT | 08/2021 to 03/2022
Delhi, India |
| <ul style="list-style-type: none">Computed and managed all activities from the beginning to the interviews, onboarding, payroll documentation to the finalization stage of 37 consultants for multinational organizations and incorporated CRM system to automate key tasksDetermined the public relations, sales operations and risk management for long-term projects and expert calls for 17 global organizationsOutperformed by closing 5 projects in two months for organizations like EY, KPMG, Future Group, Aditya Birla Capital, McKinsey, and Hindustan Unilever and contributed to the sales revenue of \$125,000Processed payments for clients and create invoices for outstanding balances | |
| Entrepreneur/Founder
THE LILAC STORY | 03/2020 to 02/2021
Bengaluru, India |
| <ul style="list-style-type: none">Implemented capital allocation decisions across 4 different areas of the company and handled the social media platform for the products using Canva and DuneSpearheaded costs for products and services, established markup, and set pricing for business offerings.Met with product suppliers, negotiated supply contracts, and established partnerships to facilitate the delivery of raw materials and 50 different products.Devised marketing and sales strategies to reach untapped markets, convert about 20 potential clients, and amplify sales revenue within 1.5 months of starting the company. | |

Research Content Writer.
ARYAN PADHI

07/2020 to 07/2021
Bengaluru, India

- Identifying gaps in content and recommending new topics
- Created and scheduled 2 posts per week for multiple social Media channels
- Expedited creative planning by automating the manual processes using SQL and reviewed 40 articles for the website and blog.
- Utilized technical analysis tools and indicators to predict price movements.
- Generated investment recommendations and insights based on research findings, and communicated these to clients or stakeholders
- Fostered exceptional writing, editing, and proofreading skills using Dune to produce engaging content and increased customer engagement by 15%.

Internships

- **Tread Nutrition – Content Writer** **05/2020 to 06/2020**
- **Mumbai Metro One Private Limited - Technical Intern** **04/2019 to 05/2019**
- **MyCaptain - Sales and digital marketing Intern** **04/2020 to 05/2020**

Education

Master of Business Administration: Project Management **2022-Current**
Dublin Business School
CGPA: 7.1

B.Tech: Electrical and Electronics Engineering **2017- 2021**
Christ University
CGPA-7

Skills

- MS Excel
- MS Projects
- Power BI
- Google suite
- Electrical and Electronics Engineering
- Waterfall Methodology and Project Management
- Cross-functional Collaboration
- Digital Sales and Marketing
- Data and Business Analysis
- SQL
- Operations
- Social Media Management
- Risk management
- Customer relations
- Cost Management
- Project planning
- Customer Acquisition
- Onboarding and HR processes

Accomplishments

- Currently working on a research project pertaining to **contingency** plans in **construction** projects.
- **President- MBA Society-** Dublin Business School
- Won the best street play award for two consecutive years during college: Drishti
- Won the best speaker twice in Model United Nations.
- Participated in cleaning drives and volunteered with several NGOs .

Certifications

- Microsoft Excel- From Beginner to Advanced-Udemy
- Microsoft Power BI- Microsoft
- Renewable energy and green building entrepreneurship – Duke University
- Sales and Digital Marketing- MyCaptain