

Professional Summary

Seasoned professional with 15 years of experience, including 10 years in IT and 5 years in Real Estate. Proven expertise as a Real Estate Consultant, Customer Relationship Manager, Business Development Manager, and in Administration. PMP certified and ISO 27001 Lead Auditor, combining technical acumen with strategic vision to drive business success and operational excellence.

Work Experience

Business Development Manager

01/2024 to Current

MIRA Developments – Dubai

- **Broker Engagement and Onboarding:** Identify, engage, and onboard future brokers, expanding the network and market reach
- **Facilitate a smooth onboarding process,** ensuring brokers are well-integrated and informed
- **Training and Support:** Act as the first point of contact for brokers, providing comprehensive support in training, marketing materials, collaterals, and communications
- **Develop and deliver training programs** to enhance broker skills and product knowledge
- **Sales Performance and Guidance:** Provide unwavering support and guidance to brokers, helping them achieve their sales targets
- **Offer strategic advice and assistance** to overcome obstacles and maximize sales potential
- **Sales Review and Strategy:** Organize and conduct regular sales review meetings to assess performance, identify trends, and refine strategies
- **Collaborate with sales teams** to support and align with collective sales targets
- **Event Organization:** Plan and execute events, including broker meetings, promotional activities, and networking functions
- **Ensure events are well-organized, engaging,** and effective in promoting brand and objectives
- **Market Insights and Collaboration:** Gather and analyze market insights to inform broker strategies and enhance market positioning
- **Work closely with sales teams and other stakeholders** to support overall sales objectives

Real Estate Consultant

11/2019 to 12/2023

EXP - Global – Bangalore, Karnataka

- Conducted thorough market research to guide clients through the decision-making process in purchasing properties
- Developed long-lasting relationships with clients by providing exceptional customer service throughout the entire transaction process
- Expanded client base through targeted networking efforts, leading to increased referrals and repeat business
- Collaborated with mortgage lenders, inspectors, and appraisers to streamline transactions effectively
- Prepared detailed comparative market analyses to determine accurate property values, ensuring competitive pricing for sellers and informed decisions for buyers
- Hosted open houses and private showings to showcase properties effectively, resulting in increased interest from potential buyers
- Coordinated property inspections and repairs, ensuring compliance with regulations and client satisfaction during transactions
- Utilized social media platforms to promote properties, increasing online visibility and attracting more prospective buyers
- Increased property sales by developing and implementing comprehensive marketing strategies for clients
- Handled sensitive client information discreetly while maintaining strict confidentiality during negotiations and transactions
- Stayed up-to-date on current market trends and industry news to provide insightful advice to clients when making important real estate decisions
- Generated leads for sales and rental properties through cold calls and referrals

Lead Engineer - Datacenter and Backup Operations

01/2010 to 11/2019

ALTISOURCE BUSINESS SOLUTIONS PRIVATE – Bangalore, Karnataka

- Managed IT & Backup Infrastructure Projects all over the globe (EMEA, ASPS, AMER)
- Worked with vendors for procuring the required hardware and the software licenses for different Projects
- Managed Audits and ensuring we are in compliance and initiate necessary controls projects if required
- Managed Disaster Recovery and Business continuity projects as per the business requirement
- Worked on legal projects for retrieving electronic evidences from the backups and the other electronic devices for legal issues
- Developed and implemented asset management strategies to track and optimize IT hardware and software resources, ensuring maximum ROI and operational efficiency
- Conducted regular audits and inventory checks to maintain accurate records of IT

- assets, including servers, storage devices, and networking equipment
- Led asset lifecycle management, from procurement and deployment to maintenance and decommissioning, ensuring compliance with company policies and industry standards
- Coordinated with vendors and suppliers to manage asset procurement, warranty claims, and service agreements, achieving cost savings and enhanced support
- Utilized asset management software to monitor asset performance, manage asset inventory, and generate detailed reports for informed decision-making
- Established and maintained asset tagging and tracking systems to prevent loss and unauthorized access, improving asset security and accountability
- Provided training and support to team members on asset management procedures and best practices, enhancing overall team efficiency and asset handling

Data Center Operator

01/2007 to 04/2009

CMS Info systems

- Monitoring Data Center infrastructure and Applications for HDFC and ICICI Banks
- Running DR EOD process Handling Offsite backup Tape Activity
- Implementing the financial IT products
- Annually conducted business continuity procedure testing to prepare for unplanned emergencies and test contingency plans
- Collected and reported technical metrics to identify improvement opportunities

Education

BE: Information Technology

Apr 2006

NEHU - Shillong , Meghalaya

Skills

- Team Development
- Inventory Management
- Customer Relationship Management
- Partnership Building
- Referral Programs
- Vendor Relationship Management
- Interpersonal Skills
- Client acquisition
- Data-Driven Strategies

Certifications

Project Management Professional, 11/22 ISO 27001 Lead Auditor, 02/22 Introduction to Ethical Hacking, 11/21