



A passionate IT Director - Chief Operating Officer, graduated from Oxford Brookes University, Singapore. Having 7.5 years of technology and administrative experience in Strong operational & Exceptional knowledge of Financial Management, Strategic Initiatives, & Business Processes & analytical, Requirement Gathering, BRD, FRD, RFP Evaluation, Project Planning, Resource Allocation, Team Managing, Full life cycle Project Management, Client Coordination and relationship Management.

Skills

- | | | |
|------------------------------|----------------------------|---------------------|
| ✓ Cool & Positive Attitude | ✓ Like to learn new things | ✓ Strategic Thinker |
| ✓ Active Listener | ✓ Task Management | ✓ Documentation |
| ✓ Leadership | ✓ Adaptability | ✓ Cost Control |
| ✓ Team Building & Motivation | ✓ Communication | ✓ Risk Management |

Educational Qualifications

Bachelor of Science in Computer Science & Information System - Second Class*Oxford Brookes University, Singapore.*

2012

Higher Secondary Certificate (H.S.C – First Class)*Adarsh Higher Secondary School, Kadi.*

2008

Secondary Certificate (S.S.C - Distinction)*Anand Madhyamik School, Viramgam.*

2006

Work Experience

Chief Operating Officer – Director (IT)**Alight Consultants Private Limited, Ahmedabad.***April 2017 – February 2020*

- Requirement Gathering, BRD, FRD, RFP Evaluation, Project Planning, Resource Allocation, End to End Project Management, Client Coordination and relationship Management.
- Ensure UAT Signoff and Go-Live.
- Team Building, Leadership and Motivation.
- Clients Meeting, Presentations, Pre-Sales Activity.
- Collaborate with the Management in setting and driving organizational vision, operational strategy, and hiring needs.
- Translate strategy into actionable goals for performance and growth helping to implement organization-wide goal setting, performance management, and annual/quarterly operating planning.
- Maintain and build trusted relationships with key customers, clients, partners, and stakeholders.
- Create an environment oriented to trust, open communication, creative thinking, and cohesive team effort.
- Setting clear team goals, delegating tasks and set deadlines for your internal team.

- Guidance and training to the team members and Listen to their feedback and resolve any issues or conflicts.
- Oversee day-to-day operation and Help keep the team focused and on track.
- Work closely with Business and product team as per the clients' needs and satisfaction.

Software Engineer cum Team Leader (ASP.NET)

Alight Consultants Private Limited, Ahmedabad.

June 2015 – March 2017

- Development, testing and implementation software programs.
- Development of technical specifications and plans
- Clearly and regular communication with Team members.
- Work closely with Business and product team as per the clients' needs and satisfaction.

Team Leader (ASP.NET)

Swat Business Consulting LLP, Ahmedabad.

June 2014 - May 2015

- Development, testing and implementation software programs.
- Clearly and regular communication with Team members.

Software Developer cum Trainer (ASP.NET)

Data Soft Technologies, Ahmedabad.

Oct 2012 – May 2014

- Development, testing and implementation software programs.
- Development of technical specifications and plans.
- Provide appropriate training to the trainees.

Other Expertise

- Customer Relationship Management.
- Knowledge of Asp.net, MVC, Visual Studio, SQL, Windows Server, C#, HTML, CSS, JS etc...
- Knowledge of Payment Gateways & Financial Technologies.
- Manage Domain, FTP, and Database as per the internal and external customer requirement.
- Remotely manage the customers' server as per the requirement.
- Installation of Recommend software, Hardware and System Performance measurement.
- Hands-on Experience in Managing the Cloud Server/ VPS/ Dedicated Server and Datacenter.

Certification & Achievements

- ✓ Certificate of Excellence as a Technical Director at Alight Consultants Private Limited.
- ✓ Certificate of Best Team Leader at Alight Consultants Private Limited.
- ✓ Participated in Science fair and reached at State Level competition at Jaipur, Rajasthan.

Key Projects – Undertaken / Relationship

➤ **Luxury Train Booking Engine (Palace On Wheels).**

Client: Rajasthan Tourism Development Corporation (RTDC)

A robust booking engine for managing the train inventory, schedule and booking & cancellation management for its Booking offices, Agents and Clients. This also includes the commissioning management for the agents.

Role: Requirement Gathering, End-to-End Project Management & Implementation, Routine Communication to all stockholders and Customer Relationship Management

Team Size: 5

➤ **Integrated Tourism Platform.**

Client: Rajasthan Tourism Development Corporation (RTDC)

Integrated tourism platform is suitable for travel agencies, entrepreneurs and tour operators who wish to create a dynamic online travel platform for end-customers, hotels, train, tour operators, cab operators and more.

Role: Development, Testing, Implementation and Support, Customer Relationship Management.

Team Size: 3

➤ **Utility Management System**

Client: Gujarat Water Infrastructure Limited (GWIL)

Utility management system focuses on streamlining the supply and minimize the usage of paid utilities like electricity, gas and water in a commercial complex or residential building. Automate utility management operations with our advanced solution.

Role: Development, Testing, Implementation, Support, and Routine Communication to all stockholders, Customer Relationship Management.

Team Size: 2

➤ **Funds Management System at various Government Departments**

Client: Rural Development Department (RDD - Maharashtra),

Regional Commissioner Municipality (RCM),

Gujarat State Road Transport Corporation (GSRTC),

Gujarat State Land Development Corporation (GSLDC)

Automate your funds related financial operations with a dedicated, feature-rich fund management solution capable of assisting in the preparation of financial budgets, implement budgetary plans, manage cash resources, and promote enterprise-wide accountability.

Role: Requirement Gathering, End-to-End Project Management & Implementation, Routine Communication to all stockholders and Customer Relationship Management.

Team Size: 5

➤ **Asset & Inventory Management System at Religious Trust**

Client: Shree Somnath Trust (SST)

Streamline your inventory management operations and keep an eye on the performance of your owned assets with a dynamic and powerful inventory management system.

Role: Requirement Gathering, End-to-End Project Management and Implementation, Routine Communication to all stockholders and Customer Relationship Management.

Team Size: 3

➤ **Retail Management System at Religious Trust**

Client: Shree Somnath Trust (SST)

Manage entire retail operations from a single-window solution and stop relying on standalone solutions with minimal integrations and cumbersome processes with our robust retail management system.

Role: Requirement Gathering, End-to-End Project Management and Implementation, Routine Communication to all stockholders and Customer Relationship Management.

Team Size: 3

➤ **Vendor Payment Processing and Tracking System**

Client: Gujarat State Civil Supply Corporation Limited (GSCSCL)

Digitize vendor payment processing and keep an eye on all vendor payments across the enterprise with our dedicated vendor payment processing and tracking system, designed for efficiency and robustness.

Role: Requirement Gathering, End-to-End Project Management and Implementation, Routine Communication to all stockholders and Customer Relationship Management.

Team Size: 3

➤ **Attendance & Payroll Management System**

Client: Indian Women Child Development Services (IWCDs)

Eliminate inefficiencies and manual errors from payroll and attendance management systems with our powerful Payroll and Attendance Management system and leave HR departments to focus on critical employee engagement endeavors.

Role: Requirement Gathering, End-to-End Project Management and Implementation, Routine Communication to all stockholders and Customer Relationship Management.

Team Size: 3

➤ **Online Donation Platform CMS at various religious institute and trusts**

**Client: Shree Somnath Trust (SST),
Shree Kedarnath Utthan Charitable Trust (SKUCT)
Shree Sadvichar Parivar Trust,
Indian Self-Employed Women Association (I-SEWA)**

Readymade online donation platform suited for NGOs to run a fully functional online website for fundraising powered by a dynamic content management system.

Role: Requirement Gathering, End-to-End Project Management and Implementation, Routine Communication to all stockholders and Customer Relationship Management.

Team Size: 2

➤ **Motel Directory**

Client: Swat Business-Consulting LLC

Motel Directory is a platform where all the motels located in US has been bring at one place centrally. People wants to stay can travel around the US, Search and get the information at one finger touch.

Role: Requirement Gathering, Resource Allocation, Development, End-to-End Project Management and Implementation, Routine Communication to all stockholders.

Team Size: 4

➤ **Property Management System (PMS)**

Client: Swat Business-Consulting LLC

Property Management System (PMS) is defined as a platform that enabled a hotel or group of hotels to manage front-office capabilities, such as booking reservations, guest check-in/check-out, room assignment, managing room rates, and billing.

Role: Requirement Gathering, Resource Allocation, Development, End-to-End Project Management and Implementation, Routine Communication to all stockholders.

Team Size: 4

➤ **Other Projects & Key Relation handled**

- Standard Chartered Bank, Yes Bank, HDFC Bank, Kotak Mahindra Bank, ICICI Bank, IndusInd Bank.
- Appointment Booking System (Spine Clinic)
- UPSC Examination (Uttarakhand)
- National Rural Livelihood MIS Monitoring System (Uttarakhand State Board)
- File Utility Converter (Yes Bank)
- Ayushman Bharat E-Payment (Yes Bank)
- Tender Fee Collection (Yes Bank)
- Shantilal Shah Engineering Fee Collection (GTU Affiliated)
- Medical Representative (MR Web App – Data Soft)

Personal Details

Name : Pratik D. Khamar
Date of Birth : 27th August, 1990
Languages : Gujarati, Hindi and English
Hobbies : Listening Music, Travelling and reading
Hometown Address : 1, Sagar Bungalows Nr. I.O.C. Colony, Viramgam, District – Ahmedabad.
Present Address : E – 201, Devnandan Parisar – 1, opp. Shrinath I.O.C. Petrol Pump, Adalaj, District – Gandhinagar.

Declaration

I hereby declare that I am confident of my ability to work as per the above information furnished by me is true and best of my knowledge and will present original document whenever ask.

Date:

[Pratik Khamar]