



PIYUSH.

 House No 165. Shiv Dyal Puri B, Yamunanagar, Haryana, India

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 [LinkedIn Profile](#)

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PROFESSIONAL SUMMARY

I am a Project Management Executive and Client Success Partner with Ten Months of experience in coordinating EdTech (E-learning) projects and managing client & customer support. I excel in data-driven reporting, client relationships and process optimization to enhance client engagement through effective training solutions. Self-driven and currently upskilling in SQL to enhance technical proficiency.

EDUCATION

Master of Commerce (Project Planning & Business) Kurukshetra University	Aug 2020 - Nov 2022 74.64%
Bachelor of Commerce (Computer Application) Kurukshetra University	Aug 2017 - Nov 2020 63.64%

WORK HISTORY

Project Management Executive Client Success Partner Skills Café Bangalore (Remote)	Nov 23 - Aug 24
<ul style="list-style-type: none">Drove stakeholder satisfaction by managing end-to-end project lifecycles, achieving 95% client retention through quality assurance and delivery excellence.Optimized operational workflows through strategic project planning and resource allocation, increasing cross-functional team productivity by 25%.Developed data-driven reports and analytical frameworks that informed strategic decision-making, improving operational efficiency by 30%.Spearheaded process automation initiatives using macros, reducing manual administrative tasks by 40%.	

CERTIFICATION & TRAINING

MS Excel Basic to Advance (Certified)	Nov 2022 - Apr 2023
Data Visualisation & Insights.	May 2023 - Nov 2023
Project Management Virtual Experience	Dec 2023 - Mar 2024
Power BI (Certified)	Sep 2024 - July 2025

HARD SKILLS

- Client success, and cross-functional collaboration.
- Familiar with Agile methodologies, including Kanban and Scrum.
- Process optimization, administrative efficiency, and operational tasks using MS Projects.
- LMS, ticketing systems, and remote team collaboration with Zoom, MS Teams & Planner.
- Project coordination, workflow management, and deadline-driven execution with Microsoft Projects.

SOFT SKILLS

- Precise with a focus on accuracy and quality.
- Dynamic in fast-paced environments.
- Forward-thinking and innovative approach, with a focus on solutions and process improvement.
- Resilient and resourceful, maintaining composure and delivering results under pressure.

DECLARATION

I hereby declare that the information provided above is true and correct to the best of my knowledge.

Place: Yamunanagar

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