

# Rahul Ramanan

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## PROFESSIONAL SUMMARY

Dynamic and Results-Oriented Project Management Professional with over four years of experience in leading projects and marketing that drive growth, exceed targets, and deliver tailored solutions. Proven track record of building strong client relationships, managing cross-functional teams, and ensuring timely project delivery within scope and budget. Expertise in strategic planning, market analysis, and identifying opportunities to improve processes and outcomes. Passionate about delivering high-quality results through proactive leadership, effective communication, and a focus on achieving project goals. Committed to driving business success with efficient project execution and continuous improvement.

## SUMMARY OF SKILLS

- ✓ Leadership
- ✓ Project Coordination
- ✓ Client Relationship Management
- ✓ Lead Generation
- ✓ Purchase Order Management
- ✓ Technical Proficiency
- ✓ Marketing
- ✓ Procurement
- ✓ Microsoft Excel

## WORK EXPERIENCE

### Project Coordinator

Najd Industries Company

**Apr 2023 – Oct 2024**

Riyadh, Saudi Arabia

- Collaborated with cross-functional teams, facilitating smooth communication and efficient task completion across departments.
- Prepared and delivered regular project updates to stakeholders, ensuring alignment with project goals and expectations.
- Collaborated closely with project managers, architects, subcontractors, and stakeholders, ensuring 95% estimate accuracy and achieving a 90% on-time project delivery rate.
- Coordinated and monitored project activities, ensuring completion within scope, budget, and timeline constraints
- Attended pre-bid meetings and site visits to gather necessary data for creating accurate project estimates.
- Managed project documentation including contracts, status reports, and meeting minutes, ensuring accuracy and proper record keeping.
- Facilitated quality control processes, ensuring deliverables met established standards and aligned with client specifications.
- Fostered positive relationships with clients, vendors, and other stakeholders, ensuring smooth project execution and satisfaction.

### Sales Manager

Yamaha Motors

**June 2021 – Jan 2023**

Calicut, India

- Greeted and engaged with over 50+ customers weekly, identifying their needs and preferences to offer personalized product recommendations.
- Demonstrated company standards, showcasing motorbikes and explaining features and benefits, resulting in a 15% increase in product sales.
- Provided expert advice on selecting motorbikes tailored to customer needs and budget, contributing to a 20% boost in customer satisfaction scores.
- Guided customers through the purchase process, ensuring 98% on-time deliveries and a smooth buying experience
- Collaborated with team members, achieving 120% of quarterly sales targets, supporting overall dealership growth.
- Built rapport with customers and the local motorcycle community, increasing customer referrals by 25% and fostering brand loyalty.

## EDUCATION

### Bachelor of Computer Applications (BCA)

Bharathiar University

**2015 – 2018**

India

### Master of Business Administrations (MBA)

Specialization in Project Management – Jaipur National University

**2019 – 2021**

India