

Nayan Bisai - Resume

Contact Info

NAYAN BISAI

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Location: Navi Mumbai, Maharashtra, India

Professional Summary

Project Coordinator & Program Manager with 3+ years of cross-industry experience in IoT, software consulting, and electronics manufacturing. Proven ability to lead multifunctional teams, manage vendor and customer relations, and coordinate product development lifecycle from conception to delivery. Strong background in software QA, project documentation, and data analysis.

Professional Experience

Sr. Executive Program Management (NPD)

Genus Electrotech Ltd | Feb 2024 Present

- Coordinated cross-functional teams across engineering, production, QA, and procurement.
- Managed end-to-end order-to-cash cycle for interactive panel products.
- Documented product specifications and oversaw customer-driven software customizations.
- Delivered regular project updates to stakeholders.

Executive Program Management (IoT)

VVDN Technologies Pvt Ltd | Feb 2023 Jan 2024

- Conducted customer calls, BOM finalization, and cost estimation.
- Maintained production flow and coordinated SMT and assembly planning.
- Managed vendor relationships and monitored payment collections.
- Conducted internal product reviews and budget management.

Consultant Business Analyst & QA

MindCraft Software Pvt Ltd | Nov 2020 Feb 2023

Project: NCDEX NVISION (BA)

- Collected business requirements and coordinated implementation.
- Handled backend SQL queries and Putty-based automation.
- Created and maintained BRS documentation and bug tracking.

Project: Fullerton India Web & Mobile (QA)

- Authored and executed test cases across functional, regression, and integration tests.
- Raised CRs, managed CI/CD test cycles, and maintained bug reports.

Education

Bachelors in Information Technology

Pillai College of Engineering, Navi Mumbai Mumbai University (2020)

12th KPC Kharghar, Navi Mumbai (2015)

10th S.P.H.S, Wadala, Mumbai (2013)

Training & Certifications

- SAP (Inventory Management) 3-month course
- Data Analyst Course 6-months (Live case studies)
- BE Project: House Price Prediction (ML)

Global Certifications

- SQL for Data Science
- Visual Elements of UI
- UX Design Fundamentals
- Adobe XD: Designed Pizza Ordering App

Technical Skills

- Testing: Manual Testing, UAT, E2E, Functional Testing
- Tools: Jira, MS Project, Trello, Adobe XD, CorelDRAW
- Database: SQL, MySQL, SQL Server
- Data Tools: Power BI, Tableau, Advanced Excel
- Docs: BRD, FRD, SRS
- OS: Windows, Linux, Android, iOS

Soft Skills

- Communication | Stakeholder Management | Team Coordination
- Conflict Resolution | Client Management | Leadership
- Decision-making | Vendor & Resource Management
- Willing to Travel (100%), Flexible with Night/Weekend Shifts