

BINDU CHANDRA KUMAR

Consultant / Administration

📞 9071768973 | ✉ ckbindu2911@gmail | 🔗 LinkedIn/Portfolio | 📍 Bengaluru, Karnataka, India

EXPERIENCE

SAP Consultant

Regency Infotech

📅 01/1995 - 01/2000 | 📍 Hyderabad, India

A company specializing in SAP solutions

- Played a vital role in implementing and optimizing SAP solutions for clients
- Collaborated with clients to understand their business processes and requirements
- Conducted analysis of existing systems to identify areas for improvement
- Designed and configured SAP modules according to client needs
- Led end-to-end implementation projects, providing ongoing support and training

E-commerce Consultant

BCL Communications

📅 01/2000 - 01/2003 | 📍 Abu Dhabi, UAE

A company facilitating digital transformation

- Advised on e-commerce strategies to optimize online presence and sales
- Conducted market research and analysis
- Collaborated with teams to implement effective e-commerce solutions
- Provided training on e-commerce best practices

Editor

Samsung

📅 01/2004 - 09/2004 | 📍 Dubai, UAE

A global technology company

- Contributed to content production through editing
- Refined and enhanced media while ensuring compelling storytelling
- Collaborated with the creative team to produce engaging content

Editor

Sun Productions

📅 01/2004 - 01/2006 | 📍 Dubai, UAE

A company focused on advanced editing and post-production

- Specialized in editing various content types, including commercials and documentaries
- Utilized advanced editing software to optimize final products
- Collaborated with teams to achieve desired visual experiences

Editor

CITY7 TV

📅 01/2000 - 01/2011 | 📍 Media City, Dubai, UAE

A renowned channel in Dubai

- Improved production workflows for timely content delivery
- Demonstrated exceptional editing skills for quality content
- Incorporated advanced technology in the editing process

SUMMARY

I have over two decades of rich experience in administration, coordination, and counseling, both nationally and internationally. My career reflects my passion for enhancing organizational effectiveness and supporting students in their educational journeys. I possess expertise in SAP solutions, e-commerce strategies, project management, and educational consulting, underpinned by a commitment to continuous improvement and a results-driven approach.

EDUCATION

Secondary School Certificate

Secondary School of Education

📅 01/1989 - 01/1989

📍 Hyderabad, Telangana, India

Intermediate

State Board of Intermediate Education

📅 01/1991 - 01/1991

📍 Hyderabad, Andhra Pradesh, India

Diploma in Electronics and Telecommunications

State Board of Technical Education

📅 01/1994 - 01/1994

📍 Hyderabad, Telangana, India

Bachelor of Science in Computer Science

Osmania University

📅 01/1997 - 01/1997

📍 Hyderabad, Telangana, India

Post Graduate Diploma in Computer Applications

Infosoft Technologies

📅 01/1997 - 01/1997

📍 Hyderabad, Andhra Pradesh, India

KEY ACHIEVEMENTS

★ Best Employee Award

Received the 'Best Employee' award from Storm Group, Hyderabad, Telangana in 2014

EXPERIENCE

Project Manager

Delta Corp

01/2012 - 01/2014 Panjim, Goa, India

A company focused on management and technology

- Managed the prestigious Horseshoe Ship project
- Ensured compliance with regulations throughout the project
- Implemented efficient systems optimizing ship operations

Senior Overseas Education Consultant

Storm Overseas Consultant

01/2014 - 01/2019 Hyderabad, India

An education consulting firm

- Guided students towards academic success in international education
- Delivered comprehensive career advice and strategic counseling
- Maintained meticulous records and drove operational excellence

Admission Manager

Manipal School

02/2016 - 09/2018 Mangalore, Karnataka, India

An educational institution affiliated with CBSE

- Analyzed applications and interviewed students
- Provided clarification on admissions procedures and costs
- Maintained student databases and organized recruitment events

Administrator

Shakthi Residential School

02/2018 - 04/2020 Mangalore, Karnataka, India

An educational institution offering CBSE education

- Developed class schedules and ensured curriculum standards
- Monitored student success and coordinated school security
- Communicated with parents and provided admission counseling

Administrator

Solitaire Global Schools

10/2020 - 09/2022 Hyderabad, Telangana, India

A Cambridge Pathway School

- Managed events and ensured compliance with laws
- Counseled students and resolved conflicts
- Coordinated administrative processes for IGCSE standards

Associate Consultant

Great Nations

01/2022 - 01/2024 Hyderabad, India

An education consulting company

- Specialized in electronic communications and admissions counseling
- Guided students through academic opportunities in NZ and Australia
- Mentored junior staff and ensured seamless operations

KEY ACHIEVEMENTS



Spot Award

Received the 'spot award' from Manipal School, Mangalore in 2015

SKILLS

ECommerce

Photoshop

SAP

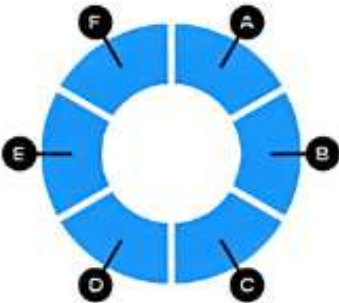
Final Cut

Gmail

COURSES

Course Title

MY DAY



- A Activity / Initiative
- B Activity / Initiative
- C Activity / Initiative
- D Activity / Initiative
- E Activity / Initiative
- F Activity / Initiative

LANGUAGES

Language
Beginner

