

MAHENDAR SINGH MEHRA

PROJECT MANAGER

Mob. | (+91) 8826944359
Email | mahendramehra026@gmail.com
Location | Delhi (NCR)
Experience | 8 year 3 months

Key Skills

- Project Management
- Project Coordination
- Problem Solving
- Team Coordination
- Team Handling
- Team Leading
- Training Coordination
- Soft Skills
- Training

Language

- English
- Hindi

Education

- **MBA** – Pursuing (2024, IGNOU)
- **M.A.** – Geography & Defence Studies
- **B.Ed.** – 2009
- **B.Sc.** – 2006

Profile Summary

I have more than 8 years' experience in various top EdTech companies. I started my career as a role of faculty and soon promoted to faculty Manager, After that the team coordinator and finally the project manager.

Ability to coordinator team with friendly manner and complete tasks on time within Budget.

I always enhance my skills to grow the organisation to the peak.

Work Experience

Project Manager

CLASS24 - (November 2022 to December 2023)

- Create and design courses (within Budget & complete on time), Test series for CTET & NET examination and guide students for future career.
- we promote the company's app in various social sites so that maximum students reach in the app. So that we increase number of admissions in course and generate revenue.

Ass. Project Manager

DOUBTNUT – (October 2021 to November 2022)

- Create, design, promote courses for various Gov Examination (CTET/ KVS/ SuperTET/ UPTET/ BiharTET/ REET)
- Organized different types of course according to the need of students and increased students' number in APP.
- Increase traffic in APP so that we create funding for organization as well as rising the revenue.

About My self

I am a big dreamer and always taking initiative to achieve it. I am very calm in nature and having problem solving attitude with enhance my skills. I believe in in team work and a good team achieve any things.

Team Coordinator

UNACADEMY – (June 2020 to October 2021)

- Handal and coordinate the teaching vertical team.
- Managing the class schedule for YT and APP and make sure course complete on time.

Team Coordinator and Builder

ADDA247 – (June 2019 to June 2020)

- Handal and coordinate the teaching vertical team.
- Managing the class schedule for YT and APP and make sure course complete on time.

Faculty & Faculty Manager

Mahendra's Educational Pvt Ltd – (2015 to 2019)

- Starting my career as a faculty and soon promoted to Faculty Manager.
- Manage the branch routine work, handling the team and complete course on time