Mr. NITIN

**Contact Details**

Address: Modinagar 201201

Phone: 8077964843, 8791875803

Email: nitinharibhusan@gmail.com

Date of birth: 05/06/1987

Nationality: Indian

Marital Status: Married

Gender: Male

**SUMMARY**

Motivated Assistant Manager with strong leadership and organizational skills. Skilled at team management, ensuring smooth operations, and driving customer satisfaction. Proven ability to streamline processes, boost productivity, and foster a positive work environment. Committed to delivering results and enhancing business performance. Expert Assistant Manager (Operation) bringing 4 years of expertise in [Real Estate]. Effectively manages assignments and team members. Dedicated to self-development to provide expectation-exceeding service.

**EXPERIENCE**

Assistant Manager – Operation, 05/2021 – 07/2025

Locon Solution Pvt. Ltd – Gurgaon, India

* Prepared detailed report on weekly data & team productivity & quality for review.
* Conducted performance reviews, providing constructive feedback & setting individual goals.

**EDUCATION**

Master of Arts, Postgraduate – Economics, 2014

Chaudhary Charan Singh University – Meerut, IN-UP

* Post Graduate Degree

Diploma In Finance & Accounting, 2012

NIIT Academy – Ghaziabad, UP

Intermediate, 2006

Board Of High School & Intermediate Education, U.P – Ghaziabad, UP

**SKILLS**

* Performance evaluation
* Report preparation
* Goal setting
* Leadership skills
* Performance monitoring
* Report generation
* Data analysis capability
* Positive attitude
* Team leadership
* Project management
* Data analysis

**LANGUAGES**

* English: B1(Intermediate)
* Hindi: C1(Advanced)

**HOBBIES AND INTERESTS**

* Travelling
* Playing Cricket