

# Subhadeep Banerjee

## Project Coordinator

Six+ years of multicultural experience in research, consulting, communication, content, and marketing design & execution with public and private enterprises

D.O.B: 27-11-1994

Marital Status: Single

## CONTACT ME

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## EDUCATION

• **PGDM (MBA), IMT (CDL) Ghaziabad, Batch of 2020-2022 | Marks: 81.29%**

• **B-Tech Mechanical Engineering, MAKAUT, West Bengal, Batch of 2013-2017 | Marks: 74.4%**

• **Higher Secondary (12th) W.B.C.H.S.E, West Bengal, Batch of 2013 | Marks: 75%**

• **Secondary (10th) W.B.B.S.E, West Bengal, Batch of 2011 | Marks: 78%**

## EXPERTISE

- MS-Excel (Advanced)
- MS Power BI, MS Project, SQL
- Auto-Cad, Solid Works
- Video Editing Tool
- Content Development

## WORK EXPERIENCE

### Project Coordinator

Apr, 2023 - Present

#### Shaktigarh Textile & Industries Ltd. | Kolkata

- Successfully led and executed a comprehensive wage restructuring strategy for over 2 lakh jute workers across 72 jute mills in West Bengal, in collaboration with the Labour Ministry of West Bengal, the Additional Labour Commissioner, and the Indian Jute Mill Association (IJMA).
- Conducted extensive research to understand the evolution of labor agreements in the jute industry and collaborated closely with various stakeholders, including labor unions, senior workers, and mill owners, to gather insights, understand their demands, and foster consensus. Successfully implemented the restructuring strategy, resulting in improved financial benefits for jute workers and enhanced attractiveness for the younger workforce. Led a multidisciplinary team in the execution of the project, overseeing strategy development, negotiations, and implementation.
- Analyzed attendance incentives' impact on labor attendance, empowering informed decision-making.
- Analyzed the CTC impact of the wage hike for workers following the Tripartite Agreement.
- Led the creation and maintenance of dashboards for disputed gratuity issues, facilitating real-time insights and timely dispute resolution across three units. Provided necessary training to the Points of Contact (PoCs) of the three units to update the dashboard in real-time, allowing anyone to visualize the status of gratuity cases from anywhere.
- Implemented a data management directory for storing and purchasing, reducing data errors by 20%.
- Analyzed attendance incentives' impact on labor attendance, empowering informed decision-making.

### Sr. Project Assistant

#### Vigyan Prasar, DST (GOI) | Kolkata

Jan, 2021 - Mar, 2023

#### Jagadis Bose National Science Talent Search (Jan, 2021 - Dec, 2022) &

#### Ramakrishna Mission Vivekananda Centenary College (Jan, 2023- Mar,2023)

- Organizing and Managing manifold science programs, workshops, and symposia, reaching >1 lakh students across WB
- Managing translation (both as an individual contributor and managing agency work) of webinar transcriptions in vernacular language for science communication among the Bengali populace
- Organizing and managing science faculty development programs (FDPs) on digital and hybrid platforms
- Coordinated 6+ holistic programs on inclusive science education targeted to students of all age-groups
- Consistent Writer and Contributor to 10+ articles for the journal Bigyan Katha, under the Vigyan Prasar (DST, Government of India)
- Writer and digital content creator for science communication programs on digital platforms for Vigyan Prasar

### Senior Executive

Sept, 2019 - Jan, 2021

#### Indian Political Action Committee | Kolkata

- Managing the policy grievances survey team of 12 executives and ensuring meeting/ exceeding all KPIs
- Call monitoring, building organized models and reports from structured and unstructured data
- Working with cross-functional teams to extract data and perform quantitative analysis
- Providing actionable insight for recommendations/ policy support/ new launches
- Pre-sales support in understanding and mapping clients' needs and working out appropriate solutions

### Assistant Engineer

Apr, 2017 - Apr, 2019

#### BTL EPC Ltd | Kolkata

- Preparing project execution methodology
- Performing initial client assessment and analysis to begin the research process
- Daily inter-department project coordination both at the office and the external-site level
- Liaise with clients to identify and define requirements, scope, and objectives
- Execution of billing target and actual achievement
- Oversee project procurement process
- Act as the single PoC and communicate project status to all stakeholders
- Analyze risks and opportunities, and provide insight into preparing the budget

### Certificates

Successfully completed course on

Data Analytics <https://lnkd.in/gRbHc6C9>

Managing Projects with Microsoft 365 <https://lnkd.in/gqKTydU4>