



Subhasis Barua

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Lee&Nee Softwares

Salt Lake Sector V

Respected Sir/Madam/HR

I am writing to express my interest in the role of SAP Executive at Lee&Nee Softwares. With over 4 years of experience, including roles as a Marketing Specialist, Client Relationship Manager, and Operational Head, I bring a combination of strategic business development, project management expertise, and strong communication skills that align well with the requirements of this role.

Currently, I am working at Horizen, where I specialize in marketing strategies, client relationship management, and business development. I have built and nurtured relationships with government clients, including Public Health Engineering (PHE), WBPCB, WB Forest Department, and WBSEDCL, successfully aligning our solutions with their needs.

Prior to Horizen, I held a leadership position at 365Softwares as Client Relationship Manager and Operational Head from 2021 to 2024. In this role, I managed end-to-end delivery of website, ERP, and Android app development projects for renowned clients such as Vivo, Ganesh, and IIT Kharagpur etc. I also oversaw operations, optimized processes, and ensured timely project completion. My ability to lead teams, develop proposals, and engage with clients has resulted in long-term partnerships and business growth.

Throughout my career, I have demonstrated proficiency in client management, project execution, marketing, and technical services. I am confident that my background, coupled with my strengths in effective communication, negotiation, and teamwork, will enable me to add value to your organization.

Thank you for your time and consideration. I look forward to the opportunity to discuss how my skills and experience align with the needs of [Company/Organization Name].

Sincerely,

Subhasis Barua



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CONTACT

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SKILLS

- Client Relationship Management 100%
- Project Management & Operations 100%
- Marketing & Business Development 100%
- Government & Enterprise Client Handling 100%
- Technical Expertise in IT Services 80%
- Team Leadership & Collaboration 100%
- Proposal Writing & Documentation 80%
- Effective Communication & Negotiation 100%
- Presentation Skills & Public Speaking 100%

OBJECTIVE

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately. With expertise in managing government and corporate clients, overseeing IT projects, and driving business growth I am seeking to leverage strong communication, project management, and business development skills to contribute effectively to organizational success.

EXPERIENCE

- Marketing Specialist & Client Relationship Manager** 01-08-2024 - Horizen
 - Spearheading marketing strategies to promote GIS, WebGIS, and software development services across sectors.
 - Managing relationships with key government clients, including Public Health Engineering (PHE), West Bengal Pollution Control Board (WBPCB), West Bengal Forest Department, and West Bengal State Electricity Distribution Company Limited (WBSEDCL) etc
 - Collaborating with internal teams to align project delivery with client expectations and ensure satisfaction.
 - Conducting market research to identify new opportunities and create targeted marketing campaigns.
 - Representing the company during official visits, preparing business proposals, and driving lead generation efforts.
- Client Relationship Manager & Operational Head** 01-12-2021 - 365Softwares 31-07-2024
 - Managed key accounts and maintained long-term client relationships, ensuring high customer retention and satisfaction.
 - Led the delivery of website, Android app, and ERP development projects for prominent clients such as Vivo, Ganesh, and IIT Kharagpur etc.
 - Supervised day-to-day operations to ensure seamless project execution and on-time delivery.
 - Managed internal team on various ecom based websites and android app development.
 - Managed project negotiations, budgeting, and reporting to ensure

Conflict Resolution & Problem-Solving

80%

profitability and strategic growth.

- Led cross-functional teams, fostering collaboration between departments and ensuring smooth communication.

LANGUAGES

English

Hindi

Bengali

INTERESTS

Spiritualism

Book Reading

Traveling

EDUCATION

PGDBA

2024

Symbiosis Institute of Distance Learning

B.Tech

2020

Heritage Institute of Technology

6.7

Higher Secondary

2015

Bholananda National Vidyalaya

78

Secondary

2013

Assembly of Angels Secondary School

88
