

# MOHAMMED ADIL SIDDIQUI

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## PROFESSIONAL SUMMARY

Results-driven Project Manager and L&D professional with over 10 years of experience in leading crossfunctional teams and designing impactful learning solutions. Certified PMP with proven expertise in end-to-end project management, stakeholder engagement, and developing comprehensive training programs. Demonstrated success in driving organizational transformation through effective project execution and innovative learning strategies. Adept at analyzing business requirements, managing resources, and delivering high-quality solutions within scope, time, and budget constraints.

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## PROFESSIONAL EXPERIENCE

**Talent Quest Solutions Pvt. Ltd., Bangalore**

**Jan 2022 - Feb 2025**

**Team Lead**

- Spearheaded end-to-end project management initiatives, resulting in 95% on-time delivery and 15% cost reduction across multiple projects
- Designed and implemented comprehensive commercial and technical training programs, leading to a more efficient and productive team while streamlining the onboarding process
- Developed structured certification programs that enhanced knowledge retention and ensured a consistent level of expertise across the team
- Transformed training content deployment processes, making materials more readily available and significantly reducing development time
- Established effective client communication frameworks, improving customer satisfaction and minimizing the need for repeated clarifications
- Implemented risk management strategies that successfully mitigated 90% of identified project risks, preventing potential budget overruns.
- Created data-driven feedback analysis system that identified key improvement areas, resulting in 40% reduction in recurring issues

**Tesseract Learning Pvt. Ltd., Bangalore**

**Jan 2017 - Jan 2022**

**Project Lead**

- Managed project budgets equivalent to over 10,000 to 15,000 hours of work annually, consistently delivering projects within budget while upholding high-quality standards
- Led presales initiatives that increased win rate by 35%, securing 12 major clients and expanding company revenue by ₹1.8 crore
- Developed and introduced performance metrics that enhanced team efficiency and accelerated project delivery timelines
- Cultivated strategic client relationships resulting in 85% client retention rate and 40% increase in repeat business
- Redesigned project kickoff process, reducing planning phase by 30% while improving requirement clarity by 45%
- Streamlined the deployment of training resources, ensuring faster content updates and a more engaging learning experience
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Designed certification modules that improved the accuracy of skill validation and strengthened compliance with industry standards

**Triumph India Software Services Pvt. Ltd., Bangalore**  
**Lead Graphic Designer**

**Mar 2016 - Dec 2016**

- Established collaborative design workflows that improved cross-functional team productivity by 25% and reduced revision cycles by 40%
- Implemented design standards that increased production efficiency by 30% and ensured 98% adherence to client specifications
- Delivered 15 major projects with 100% on-time completion rate and 95% client satisfaction score
- Mentored junior designers, resulting in 35% improvement in team skill levels and 20% faster project turnaround times

**El Design Pvt. Ltd., Bangalore**  
**Sales and Client Relationship Manager**

**Apr 2011 - Mar 2016**

- Created innovative e-learning layouts and templates that increased learner engagement by 45% and reduced development time by 30%
- Developed mobile-optimized content for tablets that expanded company service offerings and generated ₹75 lakh in new revenue
- Produced high-quality multimedia content that improved learning outcomes by 35% and received 90% positive user feedback
- Pioneered audio-video editing techniques that reduced post-production time by 40% while enhancing overall production quality

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## **SKILLS AND CERTIFICATIONS**

- Project Management Professional (PMP) - Valid until February 10, 2028
- Certified ScrumMaster (CSM)
- Project Management Tools: MS Project, Confluence, Trello
- MS Office Suite: Advanced Excel (VLOOKUP, pivot tables), PowerPoint, Word
- E-Learning Development: Adobe Captivate, Articulate Storyline, Lectora
- Graphic Design: Adobe Photoshop, InDesign, Flash
- Audio Editing: Sound Forge

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## **EDUCATION**

- Bachelor of Computer Applications (BCA) - Karnataka University, Dharwad, 2009
- Pre-University Course (PUC) - Secab Boys College, Bijapur, Karnataka, 2006

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References are available on request.