

Mukesh Kumar Gautam

LinkedIn: [linkedin.com/in/mukeshgautam05](https://www.linkedin.com/in/mukeshgautam05)
Email: gautammukesh2001@gmail.com
Mobile: +91-6307497020



SKILLS SUMMARY

- Technical Skill: Microsoft Excel, Microsoft Word and Microsoft PowerPoint
- Tools/Platforms: Power BI, Tableau, SPSS, Watson Studio, Canva, SAP and Deloitte (Bolton)
- Soft Skills: Team Work, Communication, Project Management, Leadership and Adaptability

WORK EXPERIENCE

Lesso Build Tech Pvt Ltd. | Gurugram

October 2024- July 2025

Assistant Manager

- Led backend operations, ensuring seamless coordination of client requirements and supervising a team of **3 members**.
- Handled **40–50** enterprise clients monthly, providing **tailored support** aligned to their internal operations, achieving **90%+ satisfaction**.
- Demonstrated **strong communication and interpersonal skills** in managing vendor and client interactions, resolving concerns efficiently, and ensuring timely **follow-ups**.
- Proficient in **SAP** for inventory management and **Deloitte's Bolton system** for generating and managing **customer invoices**.
- Maintained data across five states – Maharashtra, Uttarakhand, Rajasthan, Uttar Pradesh, and West Bengal – while overseeing key client accounts in Karnataka and oversaw **KYC, CRF**, and onboarding documentation for key accounts.
- Collaborated **cross-functionally** with logistics, finance, and sales for **timely delivery**, process consistency, and **client success**.
- Conducted pricing and **competitor analysis** to support **business development** and decision-making.

INTERNSHIP

MOZO HUNT PVT. LTD.

June 2024 – July 2025

Finance & Marketing Intern

- Analyzed financial performance metrics and contributed to **budgeting and forecasting** processes, improving **financial decision-making** and operational efficiency.
- Conducted market research to identify target audiences, emerging trends, and competitive analysis, aiding in **strategic planning and campaign execution**.
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EDUCATION

Lovely Professional University

Phagwara, Punjab

Master of Business Administration – Financial Consulting & Marketing: CGPA- 7.47

July 2025

Mahatma Gandhi Kashi Vidyapith University

Varanasi, Uttar Pradesh

Bachelor of Arts – Sociology & English

Graduation; CGPA: 6.02

September 2020

PROJECT

Dabur India Limited | Ludhiana

August 2024

- Understood customer needs and recommended **tailored solutions** to enhance satisfaction
- Managed **inventory** using the **FIFO/LIFO/FEFO** method, ensuring efficient product handling
- Monitored demand** and communicated with management to maintain **optimal stock levels**
- Strengthened financial acumen by integrating inventory efficiency with **profitability metrics**

Modeling for Merger and Acquisition: Tata Motors and Jaguar Land Rover

March 2024

- Understood the complexities involved in mergers and acquisitions: **financial modeling**, valuation, post-merger integration analysis, and using industry average multiples for valuation
- Conducted post-merger analysis on synergies, comparing actual synergies to projections
- Developed a deep understanding of the financial, strategic, and operational dynamics of **M&A**

Affiliate marketing | August Bioscience | Lovely Professional University

September 2023

- Worked for an organization to generate sales in the stipulated period and developed negotiation skills with the customers
- Generated revenue of **Rs 1350** by **selling 12** products by customer needs of a total worth of **Rs 7549**

CERTIFICATIONS

Management of Field Sales by NPTEL

February 2024

Operations Management by LinkedIn Learning

December 2023

Corporate Finance Foundations by LinkedIn Learning

September 2023

Advance Excel, Tableau by LPU Professional Enhancement.

September 2023