



Jessie Anand Inaparthi

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PROFILE SUMMARY:

Business Development, Industrial Relations, Government Relations, International Trade Relations & Client Relations professional with more than a decade of experience in helping clients in the industry and engaging with leading entrepreneurs with management and tactical business development. Proven track record with developing deep relationships with key stakeholders, senior management of industry for successful business collaborations.

WORK EXPERIENCE:

Institute of Directors (IOD) (August 2022 – July 2023)
Senior Manager – Corporate Relations & Business Development
Hyderabad, Telangana, India

Responsibilities Include:

- Identifying potential stakeholders for the membership, trainings & GP Awards.
- Increase the exposure and understanding of IOD within industry by making in person visits, speaking to stakeholders over the phone and virtually to develop relationships and secure new support.
- Maintain excellent relationships with existing account base and expand relationships where possible.
- Planning and organizing meetings and conferences for stakeholders on Boardroom practices, Director Training, Corporate Governance, CSR, Quality and Sustainable Development.
- Managing the day-to-day activities of the team. Work with team members to ensure that quality work is being performed and deadlines are being met.
- End-to-end responsibility to meet targets for the organisation.
- Represent the organization at industry and networking events.
- Submit proposals with an action plan to gain support. Document all sponsorships and complete all necessary paperwork for accounting and operational fulfillment.
- Ensure fulfillment and delivery of all deliverables.

Indian Electrical & Electronics Manufacturers' Association (IEEMA) (December 2014 – July 2022)
State Head – Telangana & Andhra Pradesh
Hyderabad, Telangana, India

Responsibilities Include:

- Interface with State Government officials from Energy & Industries Departments and other key officials from industry.
- Organizing membership meets, State level meetings, and regular interaction with members in the association, obtaining the industry issues from the members and representing the same with respective governments in consultation with the technical team of IEEMA. Handling visitor promotions to various exhibitions of IEEMA.
- International Relations – Established connect with trade investment offices in India and served as a key point of contact for Thailand Board of Investments, Malaysian Investment Board, U.S. Commercial Service (U.S. Consulate General) & Tajikistan Embassy.
- Organizing skill development programs for State Govt Utilities and members' meet with utility officials.
- Obtaining interviews and articles from senior officials in the utilities and from the industry heads for IEEMA Journal.
- Meeting educational institutions Principals and HODs to participate in the IEEMA programs and encourage them to deliver the innovative ideas through articles or through a structural demo.

- Visiting member's factory to understand the product process.
- Maintaining good relationships with Chambers of Commerce(s), Associations and other Industrybodies.

Entrepreneurs' Organization (September 2011 – November 2014)

Chapter Manager

Hyderabad, Andhra Pradesh, India

Responsibilities include:

- Coordinating with members in the organization and handling yearly membership subscriptions, also coordinating with member integration.
- Organizing monthly learning and social events. Coordinating with speakers for the event and handling logistics.
- Organizing board meetings, preparing meeting minutes and cascade the same to the board members in consultation with the President.
- Maintaining the records related to petty cash transactions, accounts and all office documents, coordinating with chartered accountant for IT returns and other related activities.
- Drafting monthly newsletters with respective event's content and updating website with latest updates. Coordinating on Year book and handling designing and printing.
- Have to send monthly reports to the global office. Have to attend all administration meetings and conference call for every alternate month.
- Handling finance and purchases. Negotiating with vendors for the best offers.
- Closely working with the respective board members and assisting South Asia - Regional Director.

Just Dial India Pvt Ltd (May 2010 – June 2011)

Senior Information Retrieval Officer,

Hyderabad, Andhra Pradesh, India.

Responsibilities include:

- Inbound calling and provide desired information to the callers.
- Assisting the newly joined employees and preparing reports on their performances and sending it to the trainer.
- Auditing the calls and giving feedback to the newly joined employees.

EDUCATION DETAILS:

- **Master of Business Administration** from Prof. G. Ram Reddy Centre for Distance Education, Osmania University, Hyderabad, Telangana (2018)
- **Bachelor of Commerce** from St. Patrick's Degree College, Hyderabad, Telangana affiliated to Osmania University (2010)
- **Board of Intermediate** (Civics, Economics, Commerce) from Nava Chaitanya Junior College, Hyderabad, Telangana (2007)
- **Board of Secondary Education** (SSC) from Railway Boys High School, Secunderabad, Telangana (2004)

OTHER ACTIVITIES:

- Interpreted ISL in TiEcon 2021 - Virtual Interpretation
- Interpreted ISL in Societe Generale (SocGen) - Virtual Interpretation
- Provide interpreting services for short-term individual assignments which may include conferences, meetings, and other university- or academic-related events/activities
- Represents at various community events as delegated and internal committees and workgroups as requested

PERSONAL INFORMATION:

Father's Name : Inaparthi Satyanandam
Mother's Name : Inaparthi Deevenamma
Wife's Name : Inaparthi Mamatha Himabindu
Date of Birth : 13th July 1988
Marital Status : Married
Languages Known : English, Telugu, Hindi & Indian Sign Language
Religion : Indian Christian
Mother Tongue : Telugu
Other Information : Interested in Landscaping or Gardening, Cooking & Travelling

Date:

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