

# Divyank Raj Pathak

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Project Management | Incubation Management | Business Strategy | Food Technology

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## PROFESSIONAL SUMMARY

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Experienced Program manager in the startup and incubation space with proven ability to manage and execute complex programs from start to finish, including developing and implementing program strategies, managing budgets and timelines, and coordinating with cross-functional teams. Expertise in **startup incubation, including providing mentorship and support to startups, developing and delivering training programs, and building relationships with investors and other stakeholders**. Passionate about helping startups succeed and making a positive impact on the community.

## WORK EXPERIENCE

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### Incubation Associate

Sep 2023 - Feb 2024

FoundersLab Pvt. Ltd. | Warangal, Telangana

- Working on development of Client Startup Incubation ie C-i<sup>2</sup>RE @ KITSW from Scratch.
- Point of Contact between Client Incubation ie C-i<sup>2</sup>RE @ KITSW and Founders Lab
- Execution and coordination of Pre Incubation Cohorts: Mentoring and Supporting 25 Student Startup Entrepreneurs for their Prototype Development.
- Preparing Students - Business Development Strategy Mentoring
- Have worked on two major proposals ie **Meity GENESIS** (Gen-Next Support for Innovative Startups) And **ACIC (Atal Community Innovation Centre)** Proposal for Client Startup Incubation. Involved in all aspects like theme selection, Incubation strategy, Community Engagement Planning and Budget planning and its projection The proposed finance for each proposal was around Rs 5 Cr for 5 years. ACIC proposal was called for 2nd round for Presentation.
- Collaboration and Partnership Management for Startup Support
- Documentation & Data Management
- Programs curation And Community Engagement Strategy through which footfall increased to 500 at the Incubation Centre

### Founder & CEO

Nov 2021 - Sept 2023

First Principle Solution | Delhi

- Deal with more than 15 clients and client conversion is 30%
- Maintained a 100% client satisfaction rating.
- Sole person to manage all the activities within the company like website creation and maintenance, client management, team management, Project Management, looking after technical stuff, finances, and Social Media Management.

### BIRAC Sparsh Fellow

April 2022 - Sept 2023

BIRAC & IIM-C | Joka, Kolkata

- Project Planning is based on timeline, resources, and cost.
- Project planning for immersion program to meet different stakeholders in the Jharkhand region in order to identify problems related to Food And Nutrition in the region. Visited different community Stakeholders like Vridhashram, Orphanages, Hospitals, Doctors, Vaidyas, nutritionists, Tribal Communities like Santhal, and NGOs like Mission Badlav, Agadhbodh Foundation, and Urjavya Foundation.
- Problem Statement And Solution Finalization Using Design Thinking Approach.

- Product Development And Validation by involving different stakeholders like NABL Lab, NPD Labs, and Jadavpur University, West Bengal.

### **Project Coordinator**

July 2021 – Sept 2021

Green Food Consultancy | Ambala, Bhimtal & Delhi

- Worked on two projects related to Agriculture And Food Technology
- Responsible for managing, planning and dealing with clients to provide the required deliverables.
- A Hybrid Project Management Approach has been used.
- Worked on Project planning, Cost Breakdown Structure, Process design, Vendor Finalization, Plant Layout, Market Research, and Team Coordination.

### **Food Tech Intern**

Aug 2020– Nov2020

Kayempee Foods Pvt. Ltd |Hyderabad

- SOPs Designing, Creating QA Forms, Assuring Quality and Hygiene
- conditions in Food Processing Line, GMP, GHP and HACCP implementation.
- Project on Production Yield Analysis and Wastage
- Calculation and Control (Wafer, Sticks (ITC))
- Worked on Project planning, Cost Breakdown Structure, Process design, Vendor Finalization, Plant Layout, Market Research, and Team Coordination.

## **EDUCATION**

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### **Bachelor of Technology (B. Tech.)**

Aug 2017 – May 2021

National Institute Of Food Technology Entrepreneurship And Management (NIFTEM–K)

- Secure 8.17 CGPA
- Have done projects related to Food Engineering And Food Biotechnology
- Awardee Merit Cum Mean Scholarship
- Secretary, Kalakriti, NIFTEM Fine Art Society

## **VOLUNTEER EXPERIENCE**

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### **Strategic Team Member**

Dec 2022–Present

Earth Care Foundation |Delhi

- CSR Fund Coordinator (raised more than Rs 1 Cr+ Funds)
- Strategy Planning and Projections

### **Teaching Volunteer**

Aug 2017–July 2018

Manavta Dristi | Sonipat

- Teaching Volunteer

## **SKILLS**

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Project Management Tools like Notion | Excel | Presentation | Power BI | MS 365 | Google Workspace | Project Management | Communication | Leadership | Time Management | Adaptability | Problem Solving | Teamwork | Creativity | Business Planning | Startup Strategy Making | Organizational Skills | Interpersonal Skills | Problem Solving | Teamwork | Creativity | Critical Thinking | Analytical Thinking | Public Speaking | Interpersonal Skills | Problem Solving | Teamwork | Creativity | Critical Thinking | Analytical Thinking | Food Engineering And Process Designing