

Altaf Karimi

Corporate Trainer and Healer

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Introduction:

Altaf Karimi is a result oriented professional with over **13** years of rich and versatile global experience in corporate Trainings & Development, mostly worked for multi-billion \$ and fortune **500** companies and associated with various prestigious business schools. He has trained more than **20000** participants and conducted **1200+** days trainings globally.

In addition to the corporate and prestigious business schools workshops, he has also trained distinguished **directors** and senior management personnel. He is passionate about his work and profession, punctuality, up to the mark preparation, politeness, handling any level of participation and version, flexibility in course customization and agility stands him apart from others.

Learning new things and exploring new areas is a **key passion**, which leads him to learn beyond his expertise and subjects. Altaf Karimi is **Access Bars** facilitator, **Reiki Master**, Advance level **Graphotherapist**, **NLP** Master Practitioner, **LOA coach**, **Tarot** and **Angel** card reader. **80%** of his assignments come from repeated clients and training. He is a lifetime member of **CSI** (Computer Society of India), **HFF** (Humanity First Foundation) and **IDF** (Indian Development Federation).

Software/Subjects conducted by Altaf (*Basic to advance all levels and all versions*)

Microsoft Access	
Microsoft Excel	
Microsoft PowerPoint	
Microsoft Outlook	
Microsoft Word	
Microsoft Windows	
Excel Macros	
Excel VBA	
Crystal Reports	
Basic SQL	

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Only Top 5 clients from various domain:

Financial

- Nomura
- JPMC
- Wells Fargo
- D E Shaw
- Morgan Stanley

Banking

- Deutsche Bank
- Credit Suisse
- HSBC
- UBI
- SBI

Information Tech

- Wipro
- TCS
- Persistent
- L & T Infotech
- ATOS

Manufacturing

- ATUL
- SII Group
- BHEL
- Lubrizol
- Borosil

Pharma

- Sun Pharma
- Novartis
- HUL
- Roche
- Solvay

Insurance

- Religare
- Reliance Life
- Kotak
- Birla Sunlife
- Bharti AXA

BPO

- WNS
- Datamatics
- 3G
- Perkin Elmir
- Accenture

Telecom

- Etisalat
- TTSL
- Vodafone
- Idea
- Essar Telecom

Construction

- ACC
- Lodha
- M & M
- Puraniks
- Indus Towers

Automobiles

- LEAR
- FIAT
- MAHALE
- Benz - Damler
- Forbes

Shipping

- Maersk
- Results Marine
- Geeta Shipping
- CGM CMA
- Transocean

Chemicals

- Solvay
- Clariant
- MAZAK
- TATA Chemicals
- PCI

Others

- CRISIL
- Disney

- Tieto
- Sungard

- John Deer
- INS Hamla

and many more...

Corporate Trainer Role:

- ✓ Client meet and conference calls execution to understand training requirement
- ✓ Preparation of course content with customization as per client need
- ✓ Preparation of training material as per the decided course structure
- ✓ Preparation of training and practice files
- ✓ Execution of successful training with desired methodology in given time
- ✓ Preparation of post and pre training evaluation/test/assignment/project if needed
- ✓ Conduct feedback and evaluate outcome and share with key people
- ✓ Completed content development for ITT (USA) and Excel Next (India)

Developer Role:

- ✓ Client meet and conference calls execution to understand development requirement
- ✓ Preparation of project model to understand flow and important milestones
- ✓ Preparation of user manual and provide end user training
- ✓ Testing and finalization of project with dummy environment
- ✓ Execution of project in live environment and feedback collection
- ✓ Support provided for any queries and unexpected bug handling

Visiting Faculty Role:

- ✓ Preparation of syllabus (Credit course/semester wise)
- ✓ Preparation of lectures and practice files
- ✓ Execution of lectures with desired methodology in given time
- ✓ Preparation of Internal and Final question paper
- ✓ Correction of Internal and Final question paper and upload the marks

Strengths:

- ✓ Up to the mark preparation
- ✓ Flexibility and customization
- ✓ Quality delivery and client satisfaction
- ✓ Handling various level of audience