**Akash Barot**

Digital Project Manager

**CONTACT INFORMATION**

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**SUMMARY**

A project management professional (**PMP**), scrum master (**CSM**) and Google Digital Marketing **(GDM)** certified project manager with 13 years of extensive experience in the IT industry and 6 years in high-volume, complex, consumer facing project management. Mainly focused in project planning, implementation, and execution. Strong inter-personal, requirement gathering, problem-solving, time management and communication skills. Ability to work with a cross-functional teams, can communicate with all levels in the organization, and vendor management. Technical background helped in understanding of web and mobile technologies especially as it relates to eCommerce. Excellent understanding of best project management practices, waterfall and agile methodologies. Can communicate technical concept in understandable non-technical manner.

**SKILLS**

* Organized and goal-oriented, experience in project management with strong customer requirement focus.
* Forward, soft spoken, proactive, and strategic thinker with the ability to think outside of the box.
* eCommerce experience while working with retail industry for external clients.
* Technical acumen, clear communication and action so that it can work well with business leaders to drive to solution and enable teams with solution-forward ideas.
* Requirement understanding, Client Service Management, Development team, Project Execution, Meeting Deadlines, Status meetings, Project Delivery.
* Manage Multiple projects in a fast-paced and ambiguous environment. Oversee QA across all projects.
* While practicing agile developed ability to juggle on project according to changing priorities while maintaining a positive attitude in the face of changing deliverables.
* Knowledge of web, app, mobile platform plus responsive design, rapid prototyping, digital style guides, content with design approach, UX design, WordPress, PWA, Custom Applications, QA Testing.
* Experienced with Gantt Charts, Trello, Google Docs, MS Team, MS Office, Jira, Confluence, Monday etc.

**WORKING EXPERIENCE:**

**LXRandCo:**

**Project Manager**

02/2021 – Present

* Gather Requirements from stakeholders and define the scope of the project in collaboration.
* Develop a schedule by creating detailed work plans and sequence the activities needed to successfully complete projects.
* Experience working cross-functionally with multi-disciplinary marketing, creative teams, and diverse business stakeholders.
* Proven record of successfully delivering large projects from start to finish on time and within budget.
* Manage stakeholders across various levels of the organization, including feedback loops and expectation management. Ensure all project knowledge is documented.

**Loreal Canada:**

**Project Manager**

02/2019 – 12/2020

* Managed budget and multi workstream timelines through the project lifecycle.
* Shared partnership with different in-house teams as well as external agencies to deliver impactful creative that is aligned with brand strategy. Manage relationships with third-party production teams and vendors.
* Lead and managed large cross functional teams in the creation and execution of global and regional brand storytelling and marketing initiatives; including digital experiences and product marketing.
* Worked on digital integrated global campaign experience with a strong technical background.

**Communication Crafts:**

**Project Manager**

12/2014 - 12/2018

* Worked with sales teams on new services or opportunities for web development and mobile development.
* Designed and developed user interfaces to internet/intranet applications by setting expectations and features priorities throughout the development life cycle.
* Manage eCommerce technology implementation projects on-time and within budget
* Continues project tracking and revise the project schedule/plans with the inputs from Business Development team and stakeholders.
* Resource management/ Optimization/ fine tune during project till project completion.

**Town wizard LLC:**

**Team Leader**

09/2011 - 12/2014

* Reviewed routine development which is our portal in open source framework and PHP, checked the company’s future enhancement.
* Liaised with 100+ existing clients and indirectly handled existing clients support request.
* Identified and worked on new features, and new development.

**WebEquipe Solutions:**

**Senior Developer**

06/2010 – 08/2011

* Reviewed routine development which is our portal in open source framework and PHP, checked the company’s future enhancement. Liaised with 100+ existing clients and indirectly handled existing clients support request. Identified and worked on new features, and new development.

**Joomla Vogue:**

**Junior Developer**

06/2008 to 05/2010

* Managed web and e-Commerce development. Updated job knowledge by researching new technologies & software products through professional publications.

**CERTIFICATION**

* Member of the Project Management Institute (PMI) with **Project Management Professionals**
* Member of Scrum Alliance with **Certified Scrum Master**
* **Google Digital Marketing**
* Sitecore Certification Course

**TECHNICAL:**

Php, MySQL, HTML, CMSs (Joomla, Word Press, Demand ware, Sitecore) HTML5, Css3, Designing, Ajax, jQuery

**EDUCATION**

**Gujarat Secondary Education Board**

High School Diploma, 2004

**Hemchandracharya North Gujarat University, Gujarat, India**

Bachelor’s Degree in Computer science, 2008