**Arvind Kumar Sharma**

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**SUMMARY \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Certified project management professional with 13 years of demonstrated success. Expert in needs analysis, project scoping ,business modelling and strategic planning. Skilled in process improvement ,risk assessment, cross-functional collaboration, and project deployment. Articulate communicator and mentor who thrives in results-driven, collaborative environments. Passionate about emerging technologies and dedicated to exceeding expectations to reduce costs, improve effectiveness, and increase revenues.

**SKILLS**

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Risk analysis and control, Project and program management , Project scoping , Strategic planning , Business modelling ,Resource staffing Productivity tools , Web and digital tools , Process improvements, Budgeting and cost analysis , Complex problem solving ,Change management, Contract negotiation ,Agile project management , DevOps , Jira, Delivery management

**EXPERIENCE**

**COGNIZANT TECHNOLOGIES SOLUTIONS MUMBAI, INDIA**

Manager, Projects May 2018 to Date

* Led complex technology projects with teams of 40+ developers , testers and analysts.
* Managed $12M budget by monitoring expenditures, calculating forecasts and ensuring compliance
* Improve customer satisfaction by 25% and save cost around $.02M over one year with process improvement
* Facilitated internal training to build inhouse expertise, product awareness and staff confidence
* Decrease service desk turnaround time by 30% with and BOT based customer support system
* Participated in Enterprise Agile transformation and coordinated Agile adoption for teams across multiple sites
* Provides leadership in the establishment and development of project base line budgets, resource allocation, and schedules in individual and group situations
* Drive implementation of best agile practices: dynamic team collaboration, informative metrics, lean development, continuous improvement
* Actively contribute to the continuous improvement of project framework and to the successful organisational transition to Agile
* Work with Scrum teams to create success criteria and communicate them to stakeholders
* Provides monthly metrics reporting to Product Development management team on burn down progress, velocity and release updates
* Work within cross-functional teams including representation from Businesses, Compliance, Tech Offices & Tech Shared Services. Help the team self-organize & ensure it strives to make each increment of functionality potentially shippable
* Execute projects against an iteration model with clear release planning
* Tracking performance based on capacity and commitment to the delivery
* Managing project resource that consist of external consultants and offshore delivery teams across the technical stack
* Run daily Scrum meetings with a global team, Participate in release, pre-sprint and sprint planning and Track and manage team risks and issues arising
* Work with Scrum team to remove impediments and track and report on progress of the Sprint

**VIRTUAL EMPLOYEE PRIVATE LTD. NOIDA, INDIA**

Lead Consultant(Project Manager) Nov 2015 to May 2018

* Spearheading project management activities including project planning & managing deliverables, tracking of critical path, managing and mitigating risks, milestones, timelines, reporting status to project stakeholders, conducting status meetings, securing and evaluating assigned resources
* Evaluating total effort for the existing projects and focusing to meet the resource requirements along with maintaining positive relations with enterprise clients

**I have also worked at ITC INFOTECH, ANALEC, TOLUNA, ACCORD IT and INFOTECH between 2007 and 2015.**

**EDUCATION/CERTIFICATIONS**

* Project Management Professional (PMP)- Project Management Institute (PMI)
* Certified Scrum Master
* Certified SAFe 4 Agilist
* AWS Certified Solutions Architect – Professional
* MCA (UPTU University, Noida)