

# Khushbu Dhingra

Business Analyst/ Project Manager

Bengaluru, India

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## Education

**DMS | IIT Delhi**

MBA | CGPA 8.94

**IGIT | IP University**

B.Tech, ECE | CGPA 9.2

**N.K. Bagrodia Public School | CBSE**

XIth | 2012 | 91.8%

Xth | 2010 | 93.5 %

## Projects

**Social Media Analytics**

using R for Indian Tourism

Industry | IIT Delhi

**Smart Device** for

Deaf & Dumb | IGIT

**Content**

**Management** on

Digital Identity &

Blockchain | Velix.Id

## Certifications

Fundamentals of BA

training, **PSM-1, Lead**

**SafeAgilist5.0**

## Developer Certifications

R, Sql, Azure Technical

Essentials

## Scholastic Achievements

**Line Follower Robot | BPIT**

Awarded 3rd Position

**IEEE WIE QUIZ | NSIT**

Awarded 1<sup>st</sup> Position

**Subject Topper Shield**

Chemistry | Class XIIth

**School topper | Class Xth**

Merit Scholarship for XI

**Science Center**

2nd Zonal Rank for

refrigerator design

## Other Internships and

### CSR Activities

**Intern at National**

**Instruments, C-DOT and**

**Testbook**

Volunteer and Website

Developer at Hunar Ek

Prayas

Summit Organizer at

HITLAB

## Experience Summary – Capgemini

June 2019-Present

A seasoned Consultant at Capgemini with exemplary skill set in client interaction and team collaboration. Equipped with the right skill set needed in understanding the business whilst also having a grasp on the technical know-how, necessary to achieve business goals. Ability to lead a team and coordinate work across multiple areas and geographies simultaneously, delivering to time while ensuring quality.

- **Requirement Elicitation** – Gathered technical and functional requirements from Business heads, facilitated developing solution scopes and architectures for Azure/ ETL Domain
- **Project Roadmap**- Drafted template defining objectives, milestones, deliverables
- **Scrum Master**- Conducted Scrum ceremonies for **3 Projects** simultaneously and worked on **VSTS, Jira Align** implementing Scrum, Kanban and CICD
- **Product Owner**- Prepared user stories for Sales Dashboard and delivered the utmost important Re-Org activity in time liaising with onshore & offshore Team
- **Transition Manager**- Designed workflow and defined process for smooth handover of Projects to Sustaining Team
- **Agile Maturity Initiative** - Designed Estimation Model which saved 20% of business time for forecasting timeframes and helped development Team
- **Received Client Appreciation** for excellent work in liaising with various teams
- Rewarded with **PROJECT STAR** and **EXTRA MILE** award for work delivered

## Ericsson |Graduate Engineer Trainee

September 2016 – May2017

- Deployment, Integration and Configuration of remote sites via scripts for one of the largest American Telecom Companies
- Developed an environment for running integration scripts for various Telcos using VB script and customizing it into a user friendly interface
- **Optimized Resource allocation Plan** in Configuration and Integration (CNI) department and increased productivity by 40%
- **Trained Apprentices** from leading Telecom Companies for CNI department
- Awarded as the 2nd most productive employee of the week

## PnbMetlife | Project Management Intern

May 2018 - July 2018

- **Executed Project Management** by Planning, Scheduling, Monitoring and Coordinating with the Development team and Business leads
- **Designed Project charter** of business case with measurable objectives after identifying bottlenecks which had client impact of worth 0.1 million
- Devised Target IRDA Mapping with existing services of the bank based on compliances and underlying factors like security of data and segmentation
- **Created WBS dictionary** after determining the critical path and re-evaluating the business need of Key stakeholders
- **Formulated Key Performance Metrics** for the target state after integration and devised strategies for execution

## Shrofile | HR Consultant Intern

December 2017

- **Outlined new process Map for Budgeting, closure, Manpower Requisition, Selection and Hiring** along with SOP Document Creation
- Refined Process Mapping and did Gap Analysis after understanding labor laws and compliances of MSP and Direct Manpower
- Developed and **Improved HR policies which led to cost cuts by 15%**, prepared Catch Up Plan and maintained reports