Profile Summary

**CSM®** Certified Scrum Master with 7.4 years of total experience. Competent professional in the fields of **project management, Business Analysis** & resource planning, handling versatile projects involving **cross-functional teams** to achieve **process efficiency**, cost reduction and thereby ensuring **high quality deliverables**. Proficient in **planning, executing & monitoring** of projects

**Master Business Analysis Training-** **IIBA® Professional Development (PD) Hours Awarded: 35**

* **Managed** project through status meetings, weekly reports, **identifying risks, and tracking issues**
* Knowledge of **Machine Learning, R - Programming, Excel, Python, Data Mining, Agile, HTML, CSS, Java Script, J-Query, Bootstrap, BRD, FSD, SRS etc Documents**, **BPMN, Use cases & User stories, MS Office, Microsoft Project**
* Pursued **MBA** with **Analytics** as Specialization. Have good hold on data mining and predictive analytics

Professional Experience 7 year 4 months

Got Print Pvt. Ltd Project Leader ( Scrum Master ) Jan 2017-Mar 2019

* **Utilized Agile Scrum** practices to help the team increase their velocity by 63%
* **Utilized** the **Scrum (Agile)** methodology and implemented the use of project management software at Got Print Pvt Ltd , resulting in the completion of over **80%** of managed projects within budget and on schedule
* **Implemented** Global Delivery Model at Got Print Pvt Ltd by recruiting **10** developers from **4** different countries, reducing labor costs by **20%** while simultaneously decreasing projected project completion time by **30%**
* **Defined** project scope, proposals & plan, executed plans through schedule, scope, cost & quality management.
* **Monitored** production Prepaid web infrastructure and front end applications ensuring **99.9%** uptime and providing **24/7** support
* **Liaising** between developers and project stakeholders, fostering quality communication between engineering disciplines
* **Managed** more than **10 new** web development projects and more than **20** **ongoing** client accounts.

Reality Primedia Services Pvt. Ltd Usability Analyst Aug 2015 – Apr 2016

* **Lead** and facilitated group sessions with stakeholder and web interface team to develop documentation that clearly communicated the intended user experience, and represented the business strategy and objectives
* **Enact** change and continuous improvement increasing the productivity of Scrum teams by **16%** and the quality of deliverables by **22%**
* **Responsible** for **gathering business requirements** from clients & cascade the same to cross functional teams
* **Provided** exceptional clients relations support with clear **communication** and **timely projects** status updates and always exceeding client’s expectations.

Excellent Multimedia Technologies Usability Anayst (UI/UX)- Digital July 2014-July 2015

* **Managed** Web and interactive communication projects from initial consultation through successfully launch with ability to handle various projects at the same time and complete them by given deadline
* **Created** clickable **prototypes** when needed.
* **Developed** Product Requirement Documents. User Stories and Business Requirement Documents to define website specifications, features and functionalities
* **Tracked** project progress and reported to all internal/external stakeholders



Credence Multimedia Analyst May 2012-June 2014

* **Headed** a 3D Animated movie named Mahabharata which got released in December 2013.
* **Headed** multiple episodes of a 3D Animated Cartoon serial named Motu & Patlu.
* **Presided** over all preliminary meetings with clients and the presentation of the design concepts.
* **Worked** closely with the agency’s animation, creative design, and marketing departments for the purpose of developing concepts and ideas for video game applications.
* **Developed** captivating 3D animated designs, characters, and time-based visuals that comply with the storyboard or campaign strategy created by the agency.
* **Directed**, as team leader of a group of 24 members, the development and progression of the 3D animation Film.
* **Supervised** all client/team member interactions and resolved all client issues

Wow Event Technologies Usability-Analyst Oct 2008-Jan 2010

* **Planning and designing** layout of web pages and graphics for static / dynamic web pages, Multimedia Presentations using the web/ multimedia tools; designing websites as per content of the website.
* **Designing, developing** and implementing the workflow program, presentation and handling various phases of interface development based on the technical specification
* **Conducting** information research through various material sources such as website, documents & books; coordinating with subject matter experts for obtaining the basic input for course content
* **Developing** simple, useable, attractive and cross-browser web interfaces that account for speed, file size, readability and accessibility

Internship Intern Aug 2019 – Jan 2020

**Vishal Mega Mart -** Market Research & Competitor Analysis also did price benchmarking

**Can Support NGO (SIP)** - Project Manager - Handled there Web Projects successfully

Academic Qualifications

|  |  |  |  |
| --- | --- | --- | --- |
| **Degree** | **Institute** | **Year** | **Grade** |
| Business Leadership Program – Analytics. | SOIL, Gurugram | 2019-2020 | 75% |
| Bachelor Of Science - Bsc | Monad University, Hapur | 2010-2013 | 68% |
| HDA – Higher Diploma in Designing & Development.  | Arena Multimedia, New Delhi | 2006-2010 | 72% |

Certification

* **Certified Scrum Master, from Scrum Alliance**
* **Master Business Analysis training from Mind Map IT solution Pune, An IIBA - Endorsed Education Provider**
* **Certification in Project Management from Udemy**

Extra-Curricular Activities

* **Awarded** best artist in REALITY PRIMEDIA SERVICES Pvt. Ltd
* **Taekwondo**, Martial Arts, Green Belt Holder
* **Participated** in State Level Taekwondo competition, won second prize
* **Placement Coordinator** at SOIL responsible for building internal and external business relations