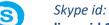# Mirza Mansoor Baig

IT Project Engineer | Business Analyst

mansoormirza054@gmail.com

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+91 9588418290
Skype id:
live:.cid.2e52ec3325b8bcc5

TECHNICAL SKILLS

- **Project Coordination and Control**
- **Business Analysis**
- **Agile Scrum**
- **Wire framing & UI mock-ups**
- **Data integration and migration**
- **Workflow optimization**
- **SDLC**
- **SaaS familiarity**
- **Logic Development**

Interpersonal Skills:
- Strong communication and management skills
- Meticulous & quick learner
- Strong problem-solving ability
- Detail oriented
- Excellent team player and also a very good team leader

Other technical skills:
- MS-Office tools such as Excel, PowerPoint, Word, Outlook, etc.

Hobbies:
- Cycling
- Calligraphy
- Photography

Career Objective:

Achieve a responsible position in an organization where I can effectively utilize my knowledge, skills, and experience along with my personal growth.

Professional Summary:

Parascadd Pvt. Ltd.   **Mumbai (India)**
- ➢ **IT Project Engineer:**   August 2018-Till date
- ➢ Responsibilities:- *Project Coordination,* **Business Analysis,** *Technical Support, Functional Testing, Stakeholder engagement*

- ✓ Gathering requirements and data for the software customization from the client and analyzing it for implementation and execution plan as per the project.

- ✓ Leading the team of engineers, developers, testers, and designers in implementing the client's requirements. Arranging and follow-up for daily 'Scrum' meetings for the given 'Sprint'.

- ✓ Meeting with owner/stakeholder for deciding the workflow, module delivery, GUI design, scope, implementation plan, and project requirements.

- ✓ Coordinating with Project Manager in Planning, Scheduling, and controlling the project activities and helping in balancing the deviated schedules.

- ✓ Preparing wireframe models, prototypes, UI mockups, progress charts for projects, measuring and tracking the project KPI's.

- ✓ Resolving pre & post sales software issues, managing the incidents, handling the client database & performing functional testing of software before hosting or release.

Education:

Bachelor of Technology in **Mechanical Engineering** with **7.75 CGPA** from **Government College of Engineering Jalgaon** *in 2018.*

Personal Profile:

Date of birth: 22/02/1996
Marital Status: Single
Nationality: Indian
Languages: English, Urdu, Hindi, Marathi, Arabic*(R/W)*

Declaration:

I hereby declare that all the details furnished above are true to the best of my knowledge.
Date:
Place: **MIRZA MANSOOR BAIG**