

SANDEEP KUMAR TIWARI, PMP, SAFe, MBA Marketing, B.E CS  
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## Job Objective

PMP & SAFe certified Agile Project Manager looking forward to work with an organization wherein the company can leverage my skills for growth and at the same time, provide opportunity to learn new tools and technologies.

## Summary:

- **Agile project management**
- **Certifications**
  - PMP (PMI number – 2111698)
  - SAFe for Scrum Master 5.0 (Scaled Agile Framework)
  - Prince2
  - ITIL
  - Advanced Excel
- **Project Management Tools – Power BI, Jira, Confluence, RTC, SharePoint, Zendesk, RPA AA**
- Single point of contact for client. High level interaction with clients to enhance the delivery.
- Process setup and sharing details with internal and external stakeholders (LTAM, EMEA, APAC, Australian clients)

## Education

- **MBA (Marketing)** from S.I.B.A.R - 62.0%, (2012) University of Pune
- **B.E (Computer Science)** from COEH – 61.8%, (2010) University of Pune

## Work History

### Sr. Analyst – Scrum Master

Accenture India Pvt Ltd, Pune

Aug 2016 – Present

- Act as an enabler for effective functioning of a software development team using Agile methodology
- Training agile teams on requisite modern development frameworks (Scrum, Kanban, XP)
- Coach the team on Scrum framework/ practices – Sprint planning, daily stand-ups, sprint review, sprint retrospective
- Guiding the team to improve their productivity by using the right metrics to manage and measure
- Helping the business in ideating and creating prioritized product backlogs using product management practices
- Embedding a culture of continuous improvement within the agile team
- Facilitating discussion, decision making and conflict resolution
- Organize scrum events as necessary
- Attend SOS meeting and highlight the risks, issues and progress on the project deliverables
- Removing impediments and ensure smooth delivery of deliverables
- Track and share team velocity and sprint/release progress

**Sr. Analyst – Digital Project**

Company: Proximit Media, Pune

Feb 2016 – Present

- Worked with senior management to prepare the project plan and developing the Work Breakdown Structure
- Managing complete communication with the client and provide a variety of reports from High Level Executive Summary to more detailed reports
- Invoice and Purchase Order management
- Analysis of business risks and opportunities on monthly basis to provide information to management on a timely basis.
- Process documentation and maintaining templates, tools and software to manage project effort
- Mapping client's, identifying improvement areas & implementing measures to maximize customer satisfaction levels
- Provided support in recruitment activities & maintenance of resource tracker
- Processes and monitor all campaigns and prepare status reports to clients on weekly basis

**Sr Ex – Ad Tech**

Company: Condénast, Mumbai

Mar 2015 – Jan 2016

- Data management, MIS and working on presentations to showcase performance, revenue impact to top management
- Facilitate change control process
- Tracking project changes and its impact on the project
- Liaised with different teams to resolve issues and preempt escalations
- Managing and implementing digital ad campaigns, trafficking processes, inventory and lifecycle management.
- Conduct project meetings with team and management to review project deliverables and deadlines.
- Understanding Sales, business and tech team requirements – building a complete solution for positive performance. Focusing on revenue retention, increasing renewal rates, advertising spends and strategizing on campaign optimization
- Comprehensive data management for all brands – Vogue, GQ and CNT

**Project Executive**

Company: Talentica Software, Pune

Aug 2013 – Feb 2015

- E2E responsibility of project and managing issues via Zendesk (ticketing tool)
- Troubleshoot issues that affect implementation or reporting
- Helping clients to increase their overall revenue
- Risk identification and response planning
- Working with Product team on the enhancement of product
- Set up and hold kick off meeting for process automation to reduce TAT
- Managing Inventory availability, planning new methods to grow, in turn increasing sales opportunities
- Work collaboratively with sales team and customers to recommend campaign modifications, leverage understanding of advertiser and product performance

**Ex – Client Relations**

Company: FandS Infonet, Pune.

May 2012 – July 2013

- Handling the Business Development of key accounts & looking after Client Acquisition for major accounts.
- Single point of contact for clients, solution selling as per requirement
- Developing and growing a client base for the organization by creatively, aggressively and consistently marketing our services
- High level interactions with clients during the service to enhance delivery for repeat and new business
- Competition analysis and suggest appropriate marketing initiative
- Coordinating with trainer and client to close the deal.
- Working with senior level management on pipeline development
- Managing revenue collections, contracting, negotiations and fulfilment of client's solution needs

### Technical Proficiency

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- Proficient in Microsoft Excel, Word, PowerPoint & Access
- Google Analytics
- Tools used – Jira. Power BI, RTC, Zendesk, Putty, Eclipse

### Skills

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- Project management
- Deck creation and reporting
- Stakeholder management
- Product enhancement
- Team handling

### Personal Details

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Date of Birth	:	13 <sup>th</sup> dec 1987
Passport number	:	L5653120
Nationality	:	Indian
Gender	:	Male
Marital Status	:	Married
Address	:	Flat No-204, Renuka Apartments, B.T.Kawde road, Pune, MH- 411036
Linguistic Proficiency	:	English, Hindi
Interests	:	Reading motivational books, Stand up comedy, Poetry