

AKSHAT SHRIVASTAVA

PROJECT MANAGER

Target Profile: Strategic Role in Project Management, Delivery Management & Key Account Management

Offering a dynamic career that reflects the pioneering experience and year-on-year success in Project Management, Delivery Management & Client Relationship Management with a reputable organization

CONTACT INFO

+91 8871101110 • 8120101110

shrivastavaakshat3@gmail.com

CORE COMPETENCIES



CERTIFICATION

- Certified Scrum Master from Scrum Alliance (Jul'19 – Jul'21)
- PMP from Project Management Institute (Feb'20 –Feb'23)



PROFILE SUMMARY

- Certified PMP & Scrum Master professional with more than 8 years of experience of demonstrated success; Expert in need analysis, project scoping, business modelling & strategic planning
- Diligent project manager offering a proven record of success leading all phases of diverse technology projects; PMP, computer programming and business finance experience
- Proficiency in process improvement, delivery management, stakeholder management, key- account management, risk assessment, cross functional collaboration and project deployment
- Passionate about emerging technologies and dedicated to exceeding expectation to reduce costs, improve efficiencies and increase revenues
- Expert in SDLC: Agile with SCRUM, Iterative, Waterfall
- Business strategist; planning and managing projects aligning business goals with technology solutions to drive process improvements, competitive advantage and bottom-line gains
- Highly structured and dedicated professional with progressive experience attaining and exceeding substantial growth targets and major Business transformation/ Analytics projects for regional and national operations
- Motivated leader with progressive experience in Business transformation, Analytics, Process Improvement, Process Optimization, Process Reengineering, Operations management, and Quality Management System
- Providing oversight to ensure alignment with Agile/Scrum practices, including project kick-off, release and deployment planning
- Successful track record of creating and implementing strategies, processes, and system transformation programs aimed at company growth and optimizing operational performance
- Proven success in working with Government client of Madhya Pradesh electricity board and functioned with Government departments as well with TCS
- Strong decision-making abilities, along with problem-solving and critical thinking to create solutions to meet desired outcomes

AREA OF EXPERTISE

PROJECT MANAGEMENT

- Serves as a project manager on complex corporate projects and/or small-to-medium inter-related programs; defines and manages all aspects of project planning including scope, budget, financial forecasting and scheduling
- Responsible for overseeing and consolidating overall project status reporting to executive management
- Ensure that all projects are delivered on-time, within scope and within budget
- Assist in the definition of project scope and objectives, involving all relevant stakeholders and ensuring technical feasibility
- Delegate project tasks based on junior staff members' individual strengths, skill sets and experience levels
- Track project performance, specifically to analyze the successful completion of short and long-term goals
- Meet budgetary objectives and make adjustments to project constraints based on financial analysis
- Develop comprehensive project plans to be shared with clients as well as other staff members

CLIENT RELATIONSHIP

- Coordinating with clients to take detailed ordering briefs and clarify specific requirements of each project
- Represented clients internally and coordinated with other functions to implement client systems, complete projects, and address ongoing service needs.
- Responsible for delivering the contractual results and growth for the client around the forecast, metrics, specific projects, staffing and operations

TECHNICAL SKILLS

- **Operating Systems:**
Windows 7, Windows 8, Windows 8.1, Windows 10, Linux
- **Languages:**
C, C++, C#, Java, PHP, HTML, CSS & JavaScript
- **Microsoft Office:**
MS Word, MS PowerPoint & MS Excel
- **Databases:**
SQL, MySQL, Oracle 11g
- **Database Technologies:**
SQL & PL/SQL
- **Oracle EBS Technologies:**
Reports, Interfaces, Conversions, Extensions, Workflow & Finance Functional



TRAININGS/WORKSHOPS

- Trained in .NET from Bliss Soft Technologies, Bhopal for 45 days & Vocational training in C/C++ from Net link, Bhopal
- Attended a workshop on Artificial Intelligence (Robotic Analysis) at IIT, Roorkee

 Netlink



NOTABLE ACHIEVEMENTS

- Delivered the project in around 50 districts of Madhya Pradesh with nil defects; analyzed project feasibility and impact assessments; coordinated for work within internal department as defined by project parameters in TCS ION
- Dealt with the overall performance and maintaining the team together to achieve the targets as required on time
- Responsible for planning, leading, organizing and motivating project teams to achieve high level of performance and quality and deliver agile projects that provide exceptional business values to stakeholders
- Defined processes and tools best suited to each project

QUALITY MANAGEMENT

- Responsibility for service quality results for the team to ensure ongoing quality review, documentation, and reporting is conducted
- Served as primary quality and production liaison to support key personnel and clients, coordinating all phases of order management, production and ensuring quality standards were consistently met
- Attending and providing update reports on the management system effectiveness at quality management functional meetings
- Identify key product and process characteristics. Develop methodology for verification and control of key characteristics
- Ensuring procedures and management processes are maintained in line with corporate standard, participate in management assessments and customer feedback
- Coordinate project quality activities and assume permanently a good relationship and communication with the customers and other members taking part in the project
- In line with Best Practices for Quality Process & Project Management Practice, to define Project Quality Plans and Project Quality Phase Plans for the Customer Project
- Maintain working knowledge of basic engineering fundamentals and practices through continued education & continuous review of discipline improvements

PROCESS OPTIMIZATION

- Design and improve business processes to achieve process and change improvements and to improve overall business results
- Identify and work to remove barriers that slow or prevent the successful completion of business process improvements
- Provide management with project status updates, feedback, and appropriate reporting on key, process-focused objectives

WORK EXPERIENCE

ERP Project Manager

Xtranet Technologies Pvt Ltd. - Bhopal • Since Feb'21

ROLE:

- Coordination and completion of projects on time within budget and within scope; oversee all aspects of projects
- Setting deadlines, assign responsibilities and monitor and summarize progress of project
- Preparing reports for upper management regarding status of project
- Assisting in the definition of project scope and objectives, involving all relevant stakeholders and ensuring technical feasibility
- Managing changes to the project scope, project schedule and project costs using appropriate verification techniques
- Measuring project performance using appropriate tools and techniques
- Reporting and escalating to management as needed; managing the relationship with the client and all stakeholders
- Meeting with clients to take detailed ordering briefs and clarify specific requirements of each project
- Delegating project tasks based on junior staff members' individual strengths, skill sets and experience levels
- Tracking project performance, specifically to analyze the successful completion of short and long-term goals
- Meeting budgetary objectives and make adjustments to project constraints based on financial analysis
- Developing comprehensive project plans to be shared with clients as well as other staff members

ACADEMICS



Diploma in Advance Computing

ACTS - Pune

60.71% in 2013



B.E. in Information Technology

Peoples' College of Research & Technology - Bhopal

63.13% in 2011

PERSONAL DETAILS



Date of Birth:

2ND May 1989



Language Skills:

English, Hindi



Address:

446-A, Rohit Nagar, Phase-1 E-8 Ext., Bawadia Kalan, Bhopal-462026, M.P.



Sr. Project Manager

Hackerkernel - Bhopal • Oct'20 - Feb'21

ROLE:

- Full project life cycle ownership: successful project delivery will include full implementation from initiation to deployment for one major or several minor initiatives simultaneously
- Manage all aspects of multiple related projects to ensure the overall program is aligned to and directly supports the achievement of strategic objectives
- Work creatively and analytically in a problem-solving environment demonstrating teamwork, innovation and excellence
- Set and continually managing project, program expectations while delegating and managing deliverable with team members



Process Coordinator - (Project Manager)

Java R&D Pvt. Ltd. - Bhopal • Jan'19 - Oct'20

ROLE:

- Assisting internal and external stakeholders in order to complete business process & investigating workplace practices in order to meet objective by specific deadlines
- Supporting in the definition of project scope and objectives, involving all relevant stakeholders and ensuring technical feasibility
- Planning and coordinating in activities to evaluate effectiveness and process/product compliance for continuous improvement
- Processing and ensuring completion of the processing activities within the turnaround time; managing operations for rendering and achieving quality services
- Establishing and maintaining effective working relationships with key business managers and teams
- Guide Process Improvement in developing new processes to increase productivity, quality, efficiency, and effectiveness
- Maintaining healthy business relations with clients, ensuring high customer satisfaction matrices by achieving delivery & service quality norms
- Tracking project performance, specifically to analyze the successful completion of short and long-term goals
- Attending conferences and training as required to maintain proficiency
- Ensuring that project status, issues and successes are communicated to project team, and all levels of management and documented appropriately



Project Manager & Key Account Manager (Online)

TCS ION (Core Integra Pvt. Ltd.) - Bhopal • Jul'14 - Jan'19



Associate Software Engineer - (.net)

Brainvire InfoTech Pvt Ltd. - Mumbai • Jul'13 - Jul'14

ANNEXURE

Project: Humble Milk
Role: Project Manager
Platform: Android app, IOS app & PWA
Responsibility: Requirement gathering, planning & execution, supervising, resource allocation, change management, Quality testing
Description: An online app for the home delivery of milk and dairy products, tracking orders, determine revenues, and maintain records. This app helps customers to schedule order online with precise quantity and get them delivered right to their doorsteps. Website & Mobile application for Dairy management and home delivery of dairy products

Project: Online ordering app for restaurants
Role: Project Manager
Platform: Android & IOS app
Responsibility: Requirement gathering, planning & execution, supervising, resource allocation, change management, Quality testing
Description: An online ordering system for restaurants that allows you to accept orders for pickup and/or delivery through your restaurant's website.

Project: Online Doctor Appointment system
Role: Project Manager
Platform: Android & IOS app
Responsibility: Requirement gathering, planning & execution, supervising, resource allocation, change management, Quality testing
Description: A doctor appointment booking system, available on the internet, allows patients to book an appointment from the comfort of their homes, using their computer, laptop or mobile, and at any time.

Project: Online pet management system
Role: Project Manager
Platform: Android & IOS app
Responsibility: Requirement gathering, planning & execution, supervising, resource allocation, change management, Quality testing
Description: This app was designed to manage the pet information such as medical history, doctor appointments & vaccination reminders.

Project: Application for online mock test for IELTS
Role: Project Manager
Platform: Web application (supported on mobile also)
Responsibility: Requirement gathering, planning & execution, supervising, resource allocation, change management, Quality testing
Description: An online mock testing application for IELTS exam. Candidates can practice different types of tests like reading, writing, listening and speaking. At the end of the test the score obtained as well as the answer sheet is displayed.

Project: Mobile application for travellers
Role: Project Manager
Platform: Android & IOS app
Responsibility: Requirement gathering, planning & execution, supervising, resource allocation, change management, Quality testing
Description: In this app traveller need to create his travel plan. He can share his trip memories, photos & Videos. He can connect with other travellers also like on other social media platforms.