

# Dineshkumar V

Mobile: +91-8489849149 Email: [dineshmba0727@gmail.com](mailto:dineshmba0727@gmail.com)

LinkedIn: <https://www.linkedin.com/in/dineshkumar-varatharaj-04a82b150/>

**Project coordinator** with expertise in end-to-end project management, ensuring on-time delivery, budget adherence, and high-quality outcomes. Skilled in **stakeholder communication**, **risk management**, **process optimization**, and **data analysis** to drive successful project results. Adept at using tools such as **Asana**, **Power BI**, **Jira**, and **Microsoft Excel** to enhance productivity and ensure smooth project execution. Strong leadership skills with a track record of fostering team collaboration and optimizing processes in dynamic environments.

## EXECUTIVE SUMMARY

- **Project Lifecycle Management:** End-to-end management of project deliverables, schedules, and budgets, ensuring projects meet deadlines and stay within scope.
- **Data Analysis:** Expertise in analyzing complex datasets to derive actionable insights that inform strategic decision-making.
- **Risk Management:** Proficient in identifying project risks and using the **DMAIC framework** to mitigate them, ensuring projects stay on track.
- **Stakeholder Communication:** Strong interpersonal skills, presenting project updates, strategies, and insights to stakeholders at all levels.
- **Tools:** Asana, Power BI, Tableau, SQL, Microsoft Office Suite, Advanced Excel (Pivot Tables), Google Analytics, Jira, Microsoft Project.

## CORE COMPETENCIES

**Project Management:** End-to-End Project Lifecycle | Agile Methodologies | Risk Assessment & Mitigation | Process Optimization | Resource Allocation

**Data Analysis & Insights:** Strategic Decision Making | Predictive Analytics | Advanced Excel | Reporting & Dashboards

**Tools & Platforms:** Asana | Power BI | Tableau | SQL | Microsoft Office Suite | Advanced Excel | Google Analytics | Jira | Microsoft Project

**Process Optimization:** Workflow Automation | DMAIC Framework | Escalation Management | Quality Improvement

**Leadership & Collaboration:** Team Management | Stakeholder Communication | Strategic Planning | Cross-Functional Coordination

## PROFESSIONAL EXPERIENCE

July 2022 – Present with Careernet Technologies Pvt Ltd, Bengaluru  
Associate Consultant

- Managed and delivered cross-functional projects across diverse business functions, ensuring **100% on-time delivery** of critical milestones.
- Developed and maintained **dynamic project trackers** and **performance dashboards** using **Microsoft Project**, **Power BI**, and **Advanced Excel**, improving project visibility by **25%**.
- Conducted detailed **risk assessments** and implemented effective **mitigation strategies** to ensure smooth execution within scope, timeline, and budget.
- Streamlined workflows and enhanced team collaboration through **Asana**, **Jira**, and **Tableau**, resulting in a **15% productivity increase**.
- Collaborated with cross-functional teams, including technical, business, and operations departments, to align on project goals and deliverables, driving successful outcomes.
- Optimized **resource planning and allocation** for high-priority tasks, improving team efficiency by **10%**.
- Developed and implemented resource allocation strategies for high-priority projects, optimizing team utilization and reducing turnaround times by **15%**.
- Produced actionable **data-driven reports** for project stakeholders, ensuring alignment with business goals.
- Applied **DMAIC framework** principles to optimize processes and improve operational efficiency across projects.

## CAPSTONE PROJECT

Tablet Menu Rollout – Sauce & Spoon (Coursera Simulation) | Role: Project Manager

- Managed a **\$50,550** budget to execute a 6-week rollout, achieving a **10% increase in guest count** and a **10% reduction in checkout time**.
- Oversaw **virtual installation, POS integration, and staff training**, ensuring smooth implementation.
- Mitigated risks by deploying **contingency plans** for delays and technical issues.
- Tools Used:** Asana, Microsoft Excel, Microsoft Word, Microsoft PowerPoint, and Jira.

## ACADEMIC CREDENTIALS

**Master of Business Administration (MBA)** | Bharathiar University | **2020 – 2022** | **81%**

**Bachelor of Engineering (BE)** | Anna University | **2016 – 2020** | **73%**

## CERTIFICATIONS

- Google Project Management – Coursera
- Strategic Management – IIM Bangalore
- Google Analytics for Beginners

## TECHNICAL SKILLS

- Project Management Tools:** Asana, Microsoft Project, Jira
- Data Analysis & Reporting:** Advanced Excel, Power BI, Tableau, Google Analytics, SQL
- Process Optimization:** DMAIC Framework, Lean Six Sigma, Process Mapping
- Cloud & Software Tools:** Microsoft Office Suite, Google Workspace, GitHub
- Agile Methodologies:** Scrum, Kanban, Sprint Planning, Backlog Management
- Risk Management:** Risk Assessment, Mitigation Strategies, Escalation Management
- Documentation & Reporting:** MS Word, MS PowerPoint, Google Docs, Project Dashboards

## THESIS PAPER/ ACADEMIC PROJECT

**INDICO Motors Pvt Ltd | Hosur, India**

*Project Planning Intern* | Jul 2021 – Sep 2021

Conducted a market analysis on **Electric Vehicles (EVs)** to identify trends and develop strategic insights for market entry.

**AQUA SUB ENGINEERING | Coimbatore, India**

*Project Planning Intern* | Aug 2021 – Sep 2021

## ACHIEVEMENTS

- Organized an **Awareness Camp on Solid Waste Management** as Secretary of the Department at Bharathiar University, coordinating cross-functional teams.
- Led a **design enhancement project on IC Engines** as part of the i3 initiative at IJET, applying project management principles to optimize designs.
- Selected for the **Inspire Internship Camp 2014**, conducted by MIT, showcasing a strong foundation in research and problem-solving skills.

## PERSONAL DOSSIER

**Date of Birth:** 27/12/1998

**Languages Known:** English, Tamil, Telugu, and Hindi