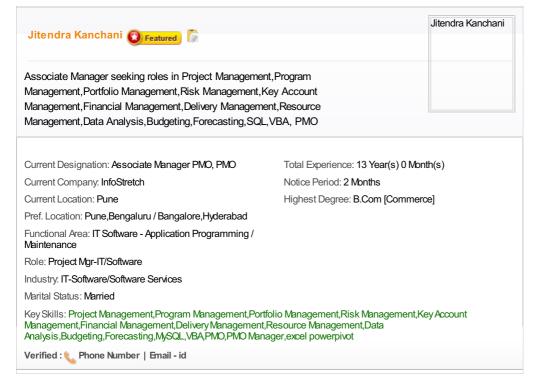


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Last Active: 22-Jan-21

Last Modified: 22-Jan-21

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Work Experience | Education | IT Skills |

Summary

- Qualitative experience of 12 years in PMO, Resource & Account Management, Customer Success and Data Analysis
- Proven skills in Project Management; handled the multiple portfolio as per the core business objectives; developed internal project management tool and drafted SOW by identifying Scope, Schedule, Budget and Resource plan
- Expertise in Demand to Supply Resource Management and developing Resource Management process at corporate
- Skilled in building relationships with business stakeholders & leadership teams. Presenting changes and contingency plans to balance project resources, schedules, scope and overall project health
- Expert in Budgeting and forecasting for multiple portfolio and project
- Proficient in creating Profit and Cost sheet (PNC) and Profit and Loss (PNL) dashboard. Skilled in maintaining targeted Gross Margin and EBIDTA

Valid US Visa B1/B2

Work Experience

InfoStretch as Associate Manager PMO, PMO Dec 2019 to Till Date

- Spear heading projects members from planning to execution; implementing the project plans within present budgets & deadlines
- Customer onboarding, order booking in salesforce.
- Following up with PMfor Project allocation and task assignment; conducting follow-up with associates for pending or incorrect timesheet
- Preparing dashboard and identifying Delivery and Non-Delivery Issues, Risk & Dependencies for each project with impact and severity
- Facilitating centralized Project Governance/Compliance. Implemented metrics as per project / business requirement
- Leading and motivating associated project resources to gain alignment on project goals and deliverables
- Developing management plans of projects with regard to work and resources needed; maintaining a detailed plan for showing resource needs, budget, time schedules and deliverables
- Following the project life cycle methodology defined under the process framework; ensuring that customer deadlines are met within project budgets
- Resource Management: Supervising Resource Utilization and Allocation and preparing onsite/offshore daily report
- Skilled in Resource onboarding and offboarding
- Understanding upcoming sales pipeline to for upcoming resource requirement with skillset.
- Identifying resource for cross training and certifications
- Strategizing resource requirements and multiple resourcing / delivery models; managing requirements gathering, collation of project functional & technical requirements; following up with clients throughout the project lifecycle to ensure full understanding of needs & concerns

Important

· Using Free CV Search you have access to featured candidate profiles of Naukri. You can browse through the profiles and email the candidates of your choice directly using the email option provided. To prevent misuse of candidate information, contact details and attached resume of the candidates have been withheld

Financial Management:

? Skilled in developing real time forecasting process and maintaining with associated parameters like sales pipeline, extensions, resource attrition, leaves, etc.

Sales & Pre-sales (Customer Success):

- ? Expert in providing inputs to pre-sales team for technical evaluation & biding with the help of historical project data
- ? Expert in SOW (New and Renewals) Drafting and approval process from internal and client side.

? Skilled Customer onboarding and engagements.

Operations Management:

- ? Steering project operations with key focus on defining or monitoring Service Level Agreements (SLAs), Service Level Credit & Standard Operating Procedures (SOPs)

 Highlights:
- ? Spearheaded large-scale portfolio ranging from US\$5Million to US\$ 10 Million
- Exceeded delivery targets of over US\$15 Million per year with more than 35% Gross Margin and 20% EBITDA.
- ? Successfully completed delayed projects essential for operational efficiency by identifying and solving complex technical problems and dependencies; restricted the schedule delay to define benchmark
- ? Managed more 300+ Global offshore and onsite resources.
- Harman Connected Services as Associate Manager PMO

Apr 2015 to Dec 2019

Same as Infostretch, worked for Multiple Portfolios as PMO.

- Cignex Datamatics Technologies Ltd as Senior Executive (PMO, RMG Delivery) Mar 2014 to Feb 2015
- Tdw India as Data Analyst Aug 2012 to Mar 2014
- eClinicalWorks as Data Analyst Jul 2010 to Aug 2012
- Magus Dialoug Pvt. Ltd as MIS Executive Jun 2009 to Jun 2010
- Tech Mahindra Ltd. as RMG Dec 2006 to Dec 2008

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Education

UG: B.Com (Commerce) from Periyar University in 2012

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IT Skills

Skill Name	Version Last Used Experience
MS SQL, MySQL, VBA	
* MS Project, Digite Quest, OpenAir	
Microsoft Access	
PMO	

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Languages Known

Language	Proficiency	Read	Write	Speak
English				
Hindi				
Telugu				
Gujarati				
Marathi				

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Affirmative Action

Work Authorization

Physically Challenged: No

Job Type: Permanent Employment Status: Full time

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