Alok Ranjan

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Highly motivated and results-oriented **Senior Project Manage**r with **15+ years of experience** driving successful project execution across diverse industries. Proven ability to manage complex projects involving multiple teams, stakeholders, and workstreams. Skilled in **Agile methodologies (Scrum)**, **project governance frameworks (SDLC), risk management, resource allocation, and stakeholder communication**. Experienced in developing and maintaining project plans, tracking progress, and ensuring adherence to timelines and budgets.

CORE COMPETENCY

- **Project Management:** Agile (Scrum), SDLC, Waterfall
- **Resource Management:** Allocating and optimizing resources across projects
- **Risk Management:** Identifying, assessing, and mitigating project risks
- **Reporting & Metrics:** Creating dashboards, reports, and presenting KPIs for project performance
- **Stakeholder Communication:** Facilitating communication and collaboration among project stakeholders
- **Change Management:** Reviewing and managing change requests
- **Team Management:** Leading and motivating cross-functional teams with diverse skill sets
- **Software Development:** Experience working with ReactJS, HTML, CSS, JavaScript, and DevOps teams

PROFESSIONAL EXPERIENCE

Aerohyre

Role –Project Manager (Agile) 📅 Mar '22 – Till Date 📍 Delhi, IN

Tools & Technologies: **Jira, confluence, Aha, Miro, Python, SQL, GenAI, EC2, S3** **Project Type**: **Web Application**

- Led a **12-person team** to successfully launch **Aerohyre.com & mockskill.com** within 8 months
- Created **detailed project plans, assigned tasks, and allocated resources** effectively, prioritizing tasks to meet tight deadlines
- Proactively identified and addressed **potential risks, preparing alternative solutions** for potential API integration delays
- Ensured strong **team communication** and **collaboration** through **regular meetings** and **open discussions**
- Managed **project budgets, ensuring alignment** with approved budgets and obtaining **necessary approvals for adjustments**
- Maintained **clear communication with stakeholders,** providing **monthly updates** after two sprints and addressing concerns promptly
- Conducted rigorous testing to **ensure high-quality work** and bug-free platform before launch
- Collaborated effectively with external vendors, ensuring alignment with **project objectives and timelines**
- Managed **changes to project scope smoothly**, assessing impact on timeline and resources to ensure project success
- Maintained **comprehensive project documentation, including requirements, specifications, meeting minutes,** and **change requests**
- Provided **leadership and mentorship to team members**, fostering a positive work environment
- Conducted p**ost-project evaluations to assess outcomes**, identify lessons learned, and improve future projects

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TaskUs – Product Manager

Client - Internal

Role - Product Manager 📅 Aug '21 – Dec'22 📍 Gurgaon, IN

Technologies: React **JS** – UI, dot Net - Backend

Tools Used: Jira, Confluence, Aha Product roadmap, Miro - wireframe and data flow **Project Type**: Web Apps/chrome Ext

- Oversaw **development of large-scale software applications** using Agile methodologies
- Collaborated with **cross-functional teams** to **define project scope, objectives,** and technical requirements
- Managed **project budgets** and **resources across multiple concurrent projects,** each **valued over ₹10 Crores**
- Implemented **continuous improvement initiatives**, enhancing team productivity by 25%
- Tracked **relevant OKRs/KPIs to measure project succes**s and drive improvements

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Concentrix – Senior Manager / Agile Project Manager

Role - Senior Manager / Project Manager   📅 Oct '15 – Aug'21   📍 Gurgaon, IN
Technologies: AngularJS – UI, Java - Backend
Tools Used: Jira, Eclipse   **Project Type**: Web Apps

- Overhauled Korean Airlines' real-time ticket tracking system, improving query response time and reducing customer wait times.
- Achieved **100% regulatory compliance** while maintaining a **98% on-time project delivery rate**.
- Managed **geographically dispersed teams** across US, India, and Philippines, creating engaging and collaborative environments.
- Led **cross-functional teams** to hit project milestones and deliverables consistently.

Tarams, WDC, ABB, CA Technologies

Role - Software Engineer   📅 Juy'07 – Aug'15   📍 Bangalore, IN   **Project Type**: Web Apps

- Worked as a Full Stack Developer, built elearning app,ecommerce , asset management & security web apps on **HTML, CSS, Javascript, NodeJS, Python & MySQL**

TECHNICAL SKILLS
Project Management Methodologies: **Agile** (Scrum, Kanban), Waterfall, SAFe
Project Management Tools: **JIRA**, Confluence, Aha, Miro
Cloud Platforms: AWS, EC2, cloudfront,
Programming: Python, SQL,javascript
Web Technologies: React JS, AngularJS, Java,, HTML, CSS, JavaScript, NodeJ

CERTIFICATION
- **PMP (Project Management Professional) - Exam scheduled in Nov'24**
- **Google Project Management Certificate (Coursera)**
- **Product Roadmap using Aha (Courseera)**
- **Google Product Analytics Certificate**
- **Google Analytics Certificate**

EDUCATION
- B.E. Electrical & Electronics (BMS Institute of Technology, Bangalore)[2003- 2007]