

AMRITHA JESTINE

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OBJECTIVE: Graduate student with more than 3 years of career progression in Product, Strategy, and Project Planning, actively seeking opportunities.

SKILLS

Technical Skills: MS Excel, R programming, Jira, Salesforce, MS Office SQL, figma, MS PowerPoint, Smartsheet, Confluence, Tableau, Simio

Organizational Skills: Cross-functional collaboration, program management, project management, strategic planning, analytical and experimental skills, problem-solving, data management, attention to detail, leadership, communication Skills, critical thinking, team player

CERTIFICATION

Six Sigma Green belt | SAFe POPM certification

EDUCATION

Master of Science in Engineering Management
San Jose State University, San Jose, CA

Fall 2022 - Present

Bachelor's in Technology Civil Engineering
National Institute of Technology, Karnataka

July 2015 - April 2019

PROFESSIONAL EXPERIENCE

PMO Analyst Intern, Malwarebytes, California, USA

May 2023 – August 2023

- Built metrics dashboard for CXO and Board for real-time reporting of performances of all Annual Operating Plan (AOP) initiatives.
- Program managed two Partner Channel Improvement (PCI) AOP initiatives.
- Reworked existing roadmap and scope of PCI initiative to more comprehensive and relevant roadmap which improved efficiency by 50%.
- Facilitated resource allocation by analyzing workloads and reallocating resources as needed to meet milestones.
- Collaborated cross-functionally to ensure alignment of strategic objectives, to gather line-item requirements and handhold updating and fulfillment of milestones in each PCI initiative.

Associate Program Manager, Cleartax, Bangalore, India

April 2021 – June 2022

Part of the category team. Built a new saas product called ClearID - supply chain financing for corporates and their vendors. Some notable achievements in this role:

- Ownership of releasing the product from a strategy and business perspective.
- Conducted financial, product, market, and operational-related research to create strategy and business roadmaps by analyzing and specifying customer requirements from the market.
- Worked closely with existing organizations (BFSIs/NBFCs) for partnership, reduced the go to market time, and built a framework to run the product end to end.
- Cross functional collaboration to develop and execute the product and provided project management support.

Assistant Program Manager, NestAway Technologies Pvt. Ltd., Bangalore, India

October 2020-April 2021

- Set up 4 franchises across Bangalore including managing costs, risk, and performance.
- Monitored and directed projects successfully to meet organizational standards.
- Drove regular stand-ups with stakeholders to determine precise requirements and stress points through escalation management and offering data-backed guidance.
- Created performance dashboards for daily status checks and conducted regular audits for risk assessment and identified areas of improvement.

Zonal Operations Manager, NestAway Technologies Pvt. Ltd., Bangalore, India

May 2019-October 2020

- Managed field operations, sales, and acquisition such that they exhibited continuous growth and efficiency by monitoring key metrics, which grew profit margins by 2% in a sustainable and scale-able framework.
- Collaborated cross-functionally with other departments, to mitigate and resolve operational issues.
- Applied problem-solving skills to analyze and resolve issues impacting target achievement.

ACADEMIC PROJECTS

Six Sigma Implementation for Shastha Foods, SJSU,

January – May 2023

- Implemented RFID technology for Shastha Food's inventory to reduce cost incurred from manual inventorying and improvement in inventory management.
- Used Six Sigma Methodologies like DMAIC, FTA, control charts and cost-benefit analysis to postulate solution and to prove improvement post implementation.

VOLUNTEER EXPERIENCE

Director of Cultural Services, Rotaract Club, NITK Chapter, India

May 2018 – May 2019

Organized cultural programs for university and underprivileged students at the local government school.