Arichi Chhajer

Balotra, 344022 | 9327267916
arichichhajer23@gmail.com

Team-oriented individual promoting exemplary presentation, project management and risk oversight skills. Demonstrative Scrum Master with background communicating effectively with and leading high-performance teams. Considered expert in prioritizing tasks and optimizing workflows. Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals.

EDUCATION

Bachelor of Technology (B.Tech.) - Computer Science Sep 2020 - Jul 2024 (Expected)
Sanjay Ghodawat University, Kolhapur

High School - science   Jul 2018 - Aug 2020
Puna international School, Ahemdabad

Secondary School   Jun 2014 - May 2018
Saint Paul School, Balotra

                                                                        Jun 2007 - May 2014

Gurukul English Medium School, Balotra

EXPERIENCE

Scrum master   Mar 2023 - Present
SmartOffice, Banglore
Collaborated with product owners, team members, technologists, and other scrum masters to define solutions and drive progress.
Worked across teams outside of engineering to find solutions and answers to issues encountered by engineering personnel.
Managed work and project responsibilities by assigning tasks to internal individuals and external teams.
Researched current trends to stay knowledgeable in Scrum methods.
Partnered with project team members to identify and quickly address problems.
Updated customers and senior leaders on progress and roadblocks.
Devised test plans to validate accuracy of IT projects.
Monitored and tracked project progress to support timely completion.

Web Devlopment Intern   Apr 2022 - Apr 2022
SmartOffice, Banglore
Assisted with troubleshooting tasks to uncover issues within software.
Adapted quickly to constantly changing, deadline-driven environment.
Studied user requirements to gain strong understanding of project initiatives and deadlines.
Took detailed notes during team meetings and disseminated to staff members.
Developed testing code for web-based applications.
Attended development programs to gain competencies and boost skills set.