

SANGEETA DAS

PROJECT MANAGER



CONTACT

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SKILLS

- Project Management
- Public Relations
- Teamwork
- Time Management
- Leadership
- Effective Communication
- Critical Thinking
- Stake holder Mangement
- Agile Methodology
- Gen Ail Certified
- Cybersecurity ISC2 Certified
- PSM1 Certified
- Technical knowledge
- Customer service



PROFILE

Around 14 yrs of experience, Scrum Master and Project Manager in IT infrastructure functions. Adept in developing solutions, procedures & service standards for project transformation and business excellence. Acquired skills in data Science, AI, Python, Microsoft Azure, AWS, Databricks, Power Bi, and engaged in transitioning multiple projects & ensuring seamless delivery of services.



WORK EXPERIENCE

Tata Consultancy Services

2015 - PRESENT

Project Manager

- Effective project planning and management
- Devloped detailed project plans with clear objectives, timelines and resource allocation.
- Efficiently managed project scope, budget and schedule to ensure timely delivery
- Stakeholder management and communication

Wipro

2011 - 2014

Technical Specialist

- Effective handling of technical queries of UK customers in relation to landline and Internet connection.
- Mentoring and training provided In relation to the process
- Effective handling of customer escalations or complaints

IBM

2009 - 2011

Senior associate

- Effective handling of banking transactions of international clients.
- Worked for Llyods TSB Bank



EDUCATION

Bachelor of Computer Applications

2005 - 2008

PG College of Technology| Bhopal University
59 %

Data Science Foundation

2020 - 2021

Accredian Institute