Gurgaon, HR 122001 | 9990508343 | payal2630@gmail.com

PAYAL VERMA

PROFESSIONAL SUMMARY

Highly focused and dedicated Project Manager with over 5+ years of experience in performing multi-functional management and business analysis across a variety of projects. Skilled in overseeing all stages of the project life cycle, from inception through monitoring and closing, to consistently delivering exceptional results within established timelines and budgets. Now seeking a new challenge and greater responsibility as a motivated Project Manager, leveraging my extensive experience to drive client-facing projects and exceed expectations.

KNOWLEDGE & SKILLS

- Product & Service Solution
- Team Management
- Project/Product Management
- Effective work breakdown structure
- Communicated and collaborated with the project team and project stakeholders.

- Agile SDLC methodology - JIRA, Zoho.
- Identified data integration needs across applications.
- Documentation & Reporting
- Meeting Participation
- Client Relationships

- Gathering requirements
- Project planning
- Data Analysis
- Testing Type: Manual Testing, Functional and Non- Functional Testing, Regression Testing, Database Testing, API Testing, Mobile App testing.

WORK HISTORY

SCOREME SOLUTIONS PVT LTD 06/2021 to 11/2022
Associate Project Manager

- Results-driven Project Manager with a proven track record of timely identification and prioritization of technical infrastructure to support the implementation of priority features.
- Experienced in organizing and facilitating Agile & Scrum meetings, including Sprint Planning, Daily Scrums or Stand-ups, Sprint Check-In, Sprint Review & Retrospective.
- Skilled in researching, identifying, and implementing enhancements to internal systems to streamline procedures and increase efficiency.
- Adept at conducting regular technical team meetings to assess progress and address project-related questions and challenges.
- Proficient in conducting thorough research, gathering information from multiple sources, and presenting results.

- Detail-oriented Project Manager with a strong background in reviewing software requirements and maintaining comprehensive project documentation, including flow diagrams, API flows, and breakdown structures.
- Demonstrated ability to prepare various written communications, reports, and documents.
- Achieved Outstanding Contribution Awards in the year 2022.

PROJECT MANAGEMENT EXECUTIVE 10/2020 to 04/2021
Value Coder Pvt Ltd
- Experienced in end-to-end product development and collaboration with international, Indian, and government stakeholders, successfully building applications for existing approval workflows.
- Proficient in providing daily communications, scrum notes, sprint review reports, project retrospectives, and regular project velocity updates.
- Skilled in developing and initiating projects, effectively managing costs, and monitoring performance.
- Committed to meeting project deadlines while upholding build quality and workplace safety standards.
- Experienced in planning, designing, and scheduling phases for large projects.
- Adept at leading project teams through the design, construction, and launch process.
- Recognized for identifying and allocating necessary plans and resources to successfully achieve project goals and objectives.

PROJECT ANALYST 06/2017 to 05/2020
Province InfoTech Pvt. Ltd. (Crystal Travel)
- Analytical and detail-oriented Project Manager with a strong background in tracking and analyzing page engagement, specifically focused on analyzing the booking funnel of websites.
- Experienced in studying market trends and analyzing change patterns to gain valuable insights.
- Proficient in measuring and monitoring product performance while presenting consumer, market, and competitive intelligence related to the product.
- Skilled in undertaking research, including reviewing research papers, to predict future trends and opportunities.
- Well-versed in end-to-end product development processes
- Effective in coordinating with different departments to ensure project updates on the website.
- Experienced in utilizing tools like Mouseflow to analyze user engagement on referred pages, enabling data-driven decision-making.

KEY PROJECTS

1. Project: Scoreme Solutions Pvt Ltd
Technology: Angular 11, JAVA, Python, MySQL, HTML, CSS3.
Description: ScoreMe is an innovative analytics software company in the Fintech space. Their products like KYC, BSA, MCA, GST & many more help the customer lenders, banks, and other financial institutions to conduct an in-depth analysis and assess financial health of the borrowers. Their products make the daunting and tedious economic analysis quick, accurate, and approachable for the clients.

2. Project: www.propair.me
Technology: Angular, Node, MongoDB
Description: ProPair is an online career advice platform & social enterprise. Provides the students with personalized answers to their career questions by connecting them to real-life professionals.

3. Project: wholesoftmarket.com

Technology: Angular, Node, MongoDB
Description: Reduce the risk and simplify selling software into lucrative foreign markets like the United States by leveraging our wide network of buyers and partners willing and able to invest in the best software products in the world.

4. Project: SBSP (Mobile Application - iOS & Android)

Technology: Flutter, React Native
Description: Online ecommerce mobile Application

5. Project: Crystal Travel (Website, Mobile Application: iOS & Android)

Technology: ASP.NET MVC, HTML5, CSS3, Bootstrap, Flutter
Description: Crystal Travel application is simple flight booking, hotel application which helps users to easily book and it is live in the App store.

6. Project: Affordable Luxury Travel

Technology: ASP.NET MVC, Angular 8, HTML5, CSS3, Bootstrap
Description: This project is in the development phase. Basically inside this project we can book holiday packages for single center and multicenter destinations.

7. Project: Paramountcruises.com

Technology: ASP.NET MVC, Angular 8, HTML5, CSS3, Bootstrap
Description: Paramount Cruises applications are simple for Cruise bookings with flight & hotels.

CERTIFICATIONS

- Certified Power BI, By Edureka - Sep 2022 (No expiration Date)
- Certified Google Project Management - Nov 2022 (No expiration Date)

EDUCATION

ITMU Gurgaon, Gurgaon
M.Tech, Software Engineering, 2016

MDU, Rohtak
B.Tech, Computer Science, 2014

HBSE, Gurgaon
Senior Secondary | 12th, 2010

HBSE, Gurgaon
Matriculation | 10th, 2008

PERSONAL INFORMATIONS

Date of Birth: 02/08/1992
Languages Known: English, Hindi
Marital Status: Married
Permanent Address: Sec 8, Pratap Nagar Gurgaon, Haryana – 122001
Father's Name: Mr. Jitender Kumar
Linked In profile: https://www.linkedin.com/in/payal-verma-753096113/