BALAJI GUNTUR, MBA, PMP®, CSPO®

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EDUCATION

GEORGETOWN UNIVERSITY, McDonough School of Business   **Washington, DC**
Master of Business Administration - STEM Designation, Management Science Major   *May 2020*
- Merit Scholarship; Technology Club, Consulting Club; Student Interviewer & Ambassador for MBA Class of 2021

ANNA UNIVERSITY   **Chennai, India**
Bachelor of Engineering, Electronics & Instrumentation, graduated in First Class ranking   *May 2011*

EXPERIENCE

The Arena Inc   **Middletown, DE / Remote**
A social enterprise start-up focused on strengthening the school-to-work pipeline.
Data Analytics – Product - Part-time   *September 2020 – Present*
- Collaborating with cross-functional teams to develop a go-to-market online product for students.
- Developed analytics capabilities and tools to track and achieve KPIs for the EOY goal of 5000 accounts created.
- Devising strategy for metrics measurement system and forecasting model to achieve weekly user engagement goal.

WORLD BANK GROUP   **Washington, DC**
The largest development bank in the world.
Independent Consultant – MBA Intern   *January 2020 – March 2020*
- Crafted business case, conducted market research, and developed an ROI model for carbon capture technologies.

DASSAULT SYSTÈMES   **Detroit, MI**
Global market leader in Product Lifecycle Management (PLM) solutions.
Business Consultant – Digital Transformation - MBA Intern   *May 2019 – August 2019*
- Created a digital transformation roadmap and ROI benefit model for implementing SaaS products and tools.
- Defined and tracked KPIs, developed plans to achieve the KPIs, improved Telecom 5G R&D efficiency by 30%.
- Authored a white paper to diversify the 5G product portfolio, reduce cost, and accelerate time to market by 20%.

HONEYWELL INTERNATIONAL   **Phoenix, AZ & Bangalore, India**
A Fortune 100 company and leading manufacturer of avionics and aircraft components.
Deputy Program Manager – Technical Program Management   *September 2016 – June 2018*
- Established a detailed work breakdown structure for a $45M software program, developed schedule, and secured resources; collaborated with stakeholders and functional teams to define program strategy, goals, and deliverables.
- Foresaw a system integration risk by conducting qualitative and quantitative risk assessments and devised risk mitigation strategies to save $200K in budget overrun and avoid a schedule overrun.
- Developed metrics to measure software program success, tracked the metrics throughout the program execution, and created action plans for issues and deviations, resulting in a 30% reduction in software change requests.
- Invented a new financial reporting model to examine the program's financial performance, reducing earned value variances by 12%, which led to a $2M overall saving; The model implemented as a template for over 30 programs.
- Worked with business stakeholders to identify requirements, collaborated with engineers to conduct software feasibility analysis, and proposed execution roadmaps for three software programs.

Program Analyst – Technical Program Management   *May 2014 – September 2016*
- Executed a $21M software program using agile methodologies, delivering all milestones 2 weeks ahead of schedule.
- Improved project management processes and eliminated 82% of non-value-added tasks by implementing kaizen.
- Deployed RPA to generate performance reports for 20 programs, improving analyst's throughput by 15%.

CGI GROUP INC.   **Bangalore, India**
A leading provider of global IT consulting, system integrations, outsourcing, and solutions.
IT Consultant – Software Development   *July 2011 – May 2014*
- Collaborated with cross-functional teams to set up the IT PMO office to manage software projects efficiently.
- Improved project quality by 24%, saving $120K by performing root cause analysis on the cost of poor quality.
- Designed a real-time dashboard to display software metrics such as risks, milestones, and issues for over 60 projects.

DISTINCTIONS

Certification: PMP, CSPO, AWS Certified Cloud Practitioner, Google Analytics.
PM Skills: Agile, Waterfall, Scrum, Risk Management, Process Management, Scheduling, PERT.
Technology: MS Project, SAP ERP, Tableau, Google Data Studio, SQL, JIRA, HTML, CSS, Visual Studio Code.
Leadership: Served as Vice-President at Toastmasters International at Honeywell and CGI.
Achievements: Outstanding Employee Award FY2017, presented to top performers at Honeywell India.