# Jaya Yadav -- 0-3 Month Skill Boost Plan

This document outlines the 0-3 month skill upgrade plan for Jaya Yadav, focusing on closing immediate skill gaps, recommended courses, proof-of-concept (POC) deliverables, and the direct business impact for Manipal.

## Executive Summary

**Employee**: Jaya Yadav

**Current Role**: MBA in Digital Marketing with the help of Imarticus learning.

**Company**: Manipal

**Assessment Date**: August 2025

### Skill Gap Analysis Overview

**Skill Gap Analysis**: Based on internal assessment

**Priority Skills for Development**: Data Analysis, Project Management

**Course Modules**: 17 topics across 6 chapters

## Detailed Learning Roadmap

## Execution Priority

### Phase 1: Weeks 1-4 (Critical Skills)

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| **Timeline** | **Skill Gap** | **Priority Level** | **Recommended Skills/Tools** | **Course Recommendation** | **Proposed POC** | **Business Impact for Manipal** | **Competitor Benchmark** |
| 0-1 Month | Data Analysis Foundations | Critical | Excel, SQL, Google Analytics | Personalized Learning Path - Chapter 1 & 2 | Create a comprehensive data report using SQL and Excel | Improved data-driven decision making for campaigns | Competitor: XYZ Corp's data-driven campaigns |
| 0-1 Month | Basic Project Management | Critical | Trello, Asana, MS Project | Personalized Learning Path - Chapter 3 | Develop a project plan for a marketing campaign using Trello | Enhanced project efficiency and tracking | Competitor: ABC Ltd's project management efficiency |
| 1-3 Months | Advanced Data Analysis | Important | Python, Tableau | Personalized Learning Path - Chapter 4 & 5 | Design an interactive dashboard using Tableau and Python | Strategic insights for marketing strategies | Competitor: DEF Inc's advanced analytics capabilities |
| 1-3 Months | Advanced Project Management | Nice-to-have | Jira, Agile methodologies | Personalized Learning Path - Chapter 6 | Implement Agile practices in a marketing project using Jira | Long-term project management improvements | Competitor: GHI Co's Agile project execution |

Focus on Data Analysis Foundations and Basic Project Management → Deliver comprehensive data reports and project plans → Address competitor gaps in data-driven decision making and project management efficiency.

### Phase 2: Weeks 5-12 (Strategic Enhancement)

Advanced skills in Data Analysis and Project Management → Complete interactive dashboards and Agile-based projects → Achieve parity with top competitors in strategic insights and project execution.

## Competitive Intelligence

**Internal Assessment**: Based on role requirements and industry standards

### Priority Recommendations

* Focus on Data Analysis and Project Management for maximum impact

Instructions:

1. 1. Analyze the employee's missing skills from prioritySkillsSelected and skill gap data.
2. 2. Map course chapters to specific skill gaps with priority levels.
3. 3. Create realistic POCs based on their role, existing skills, and competitor benchmarks.
4. 4. Focus on business impact relevant to their company/industry and competitive positioning.
5. 5. Ensure timeline is practical and progressive.
6. 6. Use technical tools and frameworks appropriate for their field.
7. 7. Make POCs specific and measurable with competitive context.
8. 8. Connect learning to direct business value and competitive advantage.
9. 9. Include competitor benchmark information where available.

10. Prioritize critical gaps over nice-to-have skills.