**JALPA MEHTA MBA, PMP**

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**PROJECT MANAGEMENT SKILLS**

IT Project Management | PMBOK best practices | Project Documentation: Project Schedule, Gantt Chart, Burn Charts | **Agile methodology** | **Scrum ceremonies** | Schedule Management | Scope Management | Change Management | Cost Management | Stakeholder Relationship Management | People Management

**EDUCATION & CERTIFICATION**

* Pursuing Certified Scrum Master (**CSM**) Certification from Scrum Alliance
* PMI-Certified **PMP**
* Post Grad Diploma in Bus. Mgmt. (IT), (GPA: 3.2/4), Gujarat University (India), 2001
* Bachelor of Commerce, (GPA: 3.4/4), Gujarat University (India), 1998

**Technical Skills**: JIRA Confluence, Scrum/Kanban Boards, Charts and Reporting, MS Project, Azure Cloud, Work Front

**EXPERIENCE SUMMARY**

**JetBlue Airways 3/2017- Current**

**Sr. Project Manager: BlueEye**

* Leading BlueEye initiative, a high visibility product with an end goal to achieve operational efficiency: a one stop shop for Airport Crew
* Working in parallel on MS **Azure Migration** efforts and related dependencies
* Working on **Mashery** Framework Integration effort for SSO
* Working on **Shape/Akamai** implementation securing BlueEye application from external BOT attacks
* Worked on IT Foundation products development as part of enterprise wide IT initiative
* Mobile and Tablet Optimization for BlueEye application providing optimal use experience
* Owning overall accountability and ownership of multiple projects delivery and budget tracking
* Leading multiple Agile-Scrum teams and conducting all Scrum ceremonies including scrum of scrums
* Identifying RAIDS (RISK, ASSUMPTIONS, ISSUES AND DEPENDENCIES) of the projects timeline, cost, scope and resources
* Planning and Execution of work assignments and handling problems/issues/impediments in accordance with instructions, policies, or accepted practices in the existing work environment.
* Avid learner and adaptive to new culture, environment and people with friendly attitude and positive energy

**WebMD (Medscape) New York, NY 6/2015 – 2/2017**

***Program manager***

WebMD is a worldwide leader in Heath information publication with articles, videos on WebMD.com, Medscape.org, Medscape.com websites.

* **Planning:**
  + Strong hold on Sprint Planning meetings with: Time boxing, Story Boarding, Pointing Stories with team and Sprint release planning
  + With Team, developed RTM, Epics and other Scrum Artifacts for smooth flow and continuous delivery in a collaborative manner
  + Identifying KPIs and milestones for the Project and striving to achieve them towards successful project delivery
* **Execution:**
  + Organizing Standup Meetings, release planning and obtaining signoff from relevant stakeholders
  + Implemented web services and infrastructure services with SaaS, Paas, IaaS with MS Azure solutions successfully
  + Liaison and negotiation with Program and Portfolio management teams for project priorities and trade-offs
  + Calculating Velocity and different types of Burn down reports for decision making and change management
  + Motivating team and facilitate conflict resolution within team fostering team performance towards shared goals
  + Ability to issue tracking with PMS and issue log and escalate when required for immediate attention
* **Monitoring & Control:**
  + Monitored Risk on regular basis and developing **Risk Mitigation Plan**, contingency plan, identifying opportunities for the project and exploiting the same
  + Identifying performance variances analyzing project **matrices** and escalating any deviation from Project KPIs
  + Proactively identifying impediments/risks early and implementing mitigation plan for continuous value delivery to the Product Owner
  + Working with **PMO** Financial Analysts for Project Status, Variance and real time Forecasting with the help of various PMS, PM tools and techniques (EVM)
  + Implemented **Process Improvement** initiatives: analyzing work flow, identifying inconsistency, eliminating redundancy and optimizing for best ownership and performance

**Project Manager 10/2013 - 5/2015**

**DirecTV, Fort Lee, NJ**

**Project Leader**

**Client: PepsiCo, USA                                                                            1/2010 – 9/2013**

**Project Coordinator 5/2007 – 12/2009**

**ISRO, SAC**

**Prior India Experience:**

**Project Manager-Marketing July, 2005-May-2008**

Handled marketing projects incl. but not limited to: Collateral Development and Procurement, Marketing & Promotional Material, Vendor Management, Corporate Newsletter, Annual Reports, Trade Shows, Market Research, Product Launch, Public Relations etc.