



## Anup Maharjan

Project Manager

### Contact



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Patan, Sundhara

### Core Competencies

- Project Lifecycle Management (SDLC, RAD, Agile, Waterfall)
- RAID Analysis
- Resource and Time Management
- Stakeholder and Vendor Management
- Continuous Process Improvement
- Microsoft Project and MS Office Suite
- Testing, UAT, Release and Operation Support
- Team Leadership and Conflict Resolution

### Technical Skills

- D365 Power Platform
- CRM process
- BPMN 2
- Jira Confluence
- Jira Board -Scrum & Kanban
- Microsoft Planner
- SQL
- Python
- Microsoft Azure
- Power BI
- Power Automate
- MS Visio
- Figma
- US Health Care System



## About Me

Skilled project manager with over 8 years of experience in leading software development projects across the full SDLC. Skilled in Agile, RAD and Waterfall methodologies with expertise in risk/issue management(RAID), stakeholder reporting, and process improvement. Adept at guiding cross-function teams through planning, development, testing, UAT and release, while ensuring adherence to business standards and driving continuous improvements.



## Work Experience

### Project Lead

#### Leapfrog Technology

2021 - 2024

- Conduct Sprint Planning, retrospectives to assess project status and deliverables.
- Maintain FRS, progress report, RAID logs, RCA documents.
- Development of functional ERP process using D365 Power Platform
- Perform Business Unit configuration, workflow and business rules configuration.
- Generate report and dashboards through Power BI.
- Monitor Azure Active Directory, configure power automate rules, manage share-point workspace.
- Provide regular project status reports to management and stakeholders, escalating critical issues proactively.
- Maintain a comprehensive project repository, improving knowledge transfer and governance.
- Achieved Microsoft Certifications:
  - MS-301 Deploying SharePoint Server Hybrid,
  - Microsoft 365 Certified: Teamwork Administrator Associate,
  - MS-100 Microsoft 365 Identity and Services,
  - MS-300 Deploying Microsoft 365 Teamwork,
  - MB-200 Microsoft Power Platform + Dynamics 365 core
  - Power On Certification

### Business Analyst

#### Leapfrog Technology

2019 - 2021

- Generate Functional Requirement Documents (FRDs).
- Design wire-frame of the project.
- Generate ER Diagrams.
- Implement Agile methodologies; create Jira Tickets, user stories, allocate story points, set priorities, backlog maintenance, requirement iterations.
- Coordinated testing, UAT, and release management activities to ensure smooth go-live with minimal defects.
- Write Stored Procedures, functions and views to analyze the data. Generate reports using Power BI.

### OSS Engineer/Business Process Developer

#### Huawei Technologies Co.Ltd

2016 - 2019

- Develop and Implement an ERP and CRM process for Telecom Company Axiata (Ncell).
- Collaborate with stakeholders for requirement gathering.
- Design and Discovery of project
- Configure SLA and KPI metrics.
- Conducted User Acceptance Tests.
- Deliver key-level training to central and regional stakeholder.
- Follow Business Conduct Guidelines (BCG)