

PARTHA PRATIM SARKAR

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Profile Link

- <https://www.linkedin.com/in/parthosarkar/>

Professional Summary

Experienced Project manager / Scrum Master with top-notch implementation and project management abilities. Have total 13 Years of IT experience and +5 Years in Project Management. Highly organized, methodical, skilled at overseeing daily milestones across high-performance teams. Well-versed in Application design & development, Scrum Agile Framework, Jira, AWS, Project Planning, Delivery, Deployment. Looking for new position in IT companies where skills can be utilized to help organizational success.

Skills

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| <ul style="list-style-type: none"><input type="checkbox"/> Certified ScrumMaster®<input type="checkbox"/> Project Requirements Gathering & Analysis<input type="checkbox"/> Project Scope, Planning, & Prioritizing<input type="checkbox"/> Project Budget Planning & Administration<input type="checkbox"/> Resource Requirements & Management<input type="checkbox"/> Scheduling, Organizing, & Time Management<input type="checkbox"/> Milestone Development & Deliverables Tracking<input type="checkbox"/> Risk Management, Change Management | <ul style="list-style-type: none"><input type="checkbox"/> Scrum, Kanban<input type="checkbox"/> Jira<input type="checkbox"/> Wordpress<input type="checkbox"/> PHP<input type="checkbox"/> BigCommerce<input type="checkbox"/> E-Commerce<input type="checkbox"/> Drupal<input type="checkbox"/> HTML/CSS<input type="checkbox"/> AWS<input type="checkbox"/> WBS Gantt |
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Work History

Project Manager

08/2020 to Current

Eway Corp – Kolkata, India

- ☐ Directly managing projects and leading onshore and offshore cross functional scrum teams, Stakeholder management in delivery of software iterations.
- ☐ Development of integrated project plans in accordance with roadmaps, including collaboration with the Product Owner, Project Manager, and other key team members in

development of plans (resource planning, release planning, timeline & milestone development, task assignments).

- Lead, participate, and support various Agile based SDLC and Scrum activities. Ensure Scrum Framework is followed including required meetings and artifacts, worked closely with Product Owner to ensure product backlog and release plans are clear.
- Update Agile tracking system (Jira, Confluence) with Product & Sprint Backlog information. Responsible for communicating performance and executive reporting for assigned projects.
- Assist teams with making appropriate commitments through story selection, and task definition.
- Ensure successful completion of sprints/releases within scope, budget, time, and quality parameters.
- Managing dependencies across cross functional teams, execution & deployment against plans. Working across teams/disciplines to ensure release readiness and quality deployments.
- Managing risks, issues and assumptions associated with projects.
- Assisting in defect tracking and coordinated with developers to quickly resolve defects associated with them.
- Maintaining high customer-satisfaction ratings that are in accordance with company standards.

Senior Project Consultant

03/2013 to 06/2020

Itechnowiz – Kolkata, India

- Understanding requirements of clients assigned and developing plans for development of each client.
- Maintaining and monitoring project plans, project schedules, work hours, budgets and expenditures, financial milestones.
- Organizing, attending and participating in stakeholder meetings. Documenting and following up on important actions and decisions from meetings.
- Determining project changes. Providing administrative support as needed. Undertaking project tasks as required.
- Ensuring projects adhere to frameworks and all documentation is maintained appropriately for each project.
- Facilitate meetings where appropriate and distribute minutes to all project team members.
- Create project management calendar for fulfilling each goal and objective.
- Track progress and quality of work being performed by design disciplines/trades.
- Maintaining high customer-satisfaction ratings that are in accordance with company standards.

- Primary responsibility is to ensure constant flow of business in highly competitive and challenging market-place like Elance, Upwork, Guru etc.
- Bid Writing, Bid Preparation, Bid Analysis, Bid Development, Bid Process Management, Proposal Drafting, Proposal Management.
- Building and managing teams, including performance management, mentoring, training & development of team members. Generating leads from different avenues and find out alternatives source of leads.
- Follow up direct leads from IT Trade fair participated by our organization.
- Keep abreast with capabilities of web technologies and Smart phone Apps. Communicate and interact with client through IM to attract, develop and acquisition of Business.
- Promote company's skills using online and social media.

- Business generation through Project bidding Project Coordination
- Reached out to potential customers via telephone, email and in-person inquiries.
- Consulted with product development teams to enhance products based on customer interest data.
- Developed new proposals, contracts, procedures to draw in more clients and streamline work operations.
- Negotiated and closed long-term agreements with new clients in assigned territory.

Education

Certifications

- Certified ScrumMaster®
- AWS Cloud Practitioner
- Scrum: Advanced
- Agile Scrum Master (ASM)

Languages

English, Bengali, Hindi