Pooja Niranjan

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JIRA | Stakeholder management | Agile Scrum | Project Management | Conflict Resolution | Software Development
Agile Methodology | Testing | Agile | Framework | Process Improvement | Scrum Methodology | Agile Manifesto

Education:
- **University of Texas at Arlington, Arlington, TX:** MS in Engineering Management   **Aug 2022 – May 2024**
- **RV College of Engineering, India:** BE in Computer Science   **Aug 2018 – May 2022**

Certification:
- **Lean Six Sigma- Green Belt by KPMG**, ***CAPM Certification by PMI**, Foundations of Project Management by Google, Business Analysis for Project Managers and Root cause Analysis by LinkedIn**, Certified Scrum Master-Scrum Alliance**, JIRA

Skills:
- **Technical Skills:** SQL, Python, C/C++, JavaScript, CSS, ReactJS, HTML, Cora Sequence, Statistical Process Control, Minitab**.**
- **Methodologies:** Agile Scrum, Waterfall **| Framework:** Kanban, Scrum
- **Software Proficiency:** Microsoft Project, Microsoft Excel, PowerPoint, Tableau, Atlassian Tools (Jira, Confluence, Bitbucket).
- **Management Skills:** Stakeholder Management, Cost Management, Vendor Management.
- **Interpersonal Skills:** Strong Internet Research, Excellent Verbal, Quantitative Skills, Time Management, Prioritization Abilities.

Work Experience

Associate Project Manager Intern | 3D Concept Analysis & Development Pvt. Ltd., India   **May 2023 – Jul 2023**
- Utilized Scrum Agile methodologies to deliver a Performance Portal project using React JS in 3 months timeline.
- Created work breakdown structures, defined user requirements, and managed a Scrum backlog, collaborating closely with cross-functional teams and stakeholders. Managed a budget of Rs 4,00,000 INR using a bottom-up cost estimation approach.
- Gathered and communicated requirements with internal stakeholders and cross-functional teams, ensuring alignment and successful project delivery of 5 key modules including employee details, leave management and appraisals.
- Reduced project risk by 5% through regular monitoring, optimal resource allocation, and rigorous application testing.

Graduate Teaching Assistant | University of Texas at Arlington, Arlington, TX   **Jan 2024 – May 2024**
- Assisted the instructor in delivering lectures, preparing material and assignments for the Production & Inventory Control Systems course.
- Organized and led tutorials and workshops to reinforce course concepts, resulting in a 25% improvement in student comprehension.
- Delivered lectures to 40 undergraduate students in Engineering Probability, creating a vibrant and engaging learning atmosphere.

Automation Engineering Intern, Orchestration team | Genpact, India   **Mar 2022 – Jun 2022**
- Authored user stories and acceptance criteria for various automation processes to ensure clear communication of project requirements by stakeholders. Conducted training sessions for HR staff to effectively use the placements portal, enhancing their operational efficiency.
- Designed 10 Cora Sequence modules, including User Login, Test Forms, Interview & on boarding, while managing the back-end database.
- Used SQL to build and manage tables (Employee, Candidate, Jobs) for supporting data manipulation operations in Cora sequence.
- Managed end-to-end workflow using the Cora Sequence, developed an online placements portal for the Human Resource department.
- Automated the online process from interview scheduling to result finalization, Assist the functional team for seamless integration.

Project Experience

Product Manager-MS Eclipse Laptop | University of Texas at Arlington, Arlington, TX   **Aug 2023 – Dec 2023**
- Coordinated with cross functional teams (Project, Program Planning, Finance and Risk teams) to gather information related to the lifecycle of the product and developed a success criteria plan. Created Gantt chart to track project progress.
- Boosted product sales and captured a 5% market share by selling 260k units, achieving an 80% POS & 30% ROS using Crystal Ball software.
- Led a team of 6 employees, secured product launch approval, and managed project milestones to ensure progress and meet deadlines.
- Worked as a Product Manager for the launch of MS Eclipse laptop series. Conducted market and company research for successful creation of a baseline program plan, demonstrating strong communication skills. Conducted a SWOT analysis, developed OBS and RBS.
- Worked with risk team to minimize budget risk by negotiating with in built products and vendor supplied products.

Quality Systems | University of Texas at Arlington, Arlington, TX   **Aug 2022 – Sep 2022**
- Used DMAIC methodologies to reduce touch screen issues in XIAOMI Corp's flagship phones from 4.5% to 1.5%.
- Leveraged Pareto chart to analyze cause of failing screens & Lean Six Sigma techniques to improve quality and efficiency of touch screens.

Translation of Educational Videos from English to Regional Languages | RV College of Engineering, India   **Jan 2021 – May 2021**
- Implemented a system that can bridge language barriers for students in rural areas, using real-time speech-to-speech translation.
- Created a comprehensive Project Charter, outlining project goals, scope and deliverables.
- Utilized TSS module to have a more natural mode of chat, by generating speech for the synthesized output from the Google MT.

Achievements

- **Maverick Advantage distinction –** Awarded for achieving excellence in academics and co-curriculars.   **May 2024**
- **Business Marathon Runners up –** Detailed analysis of sustainable transportation.   **May 2022**
- **IEEE CSBC Student Coordinator –** Organized Coding events and inter-collegiate hackathons.   **2020-2021**