RANJIT RAJAN

PROJECT COORDINATOR/WEB DEVELOPER (FRONT END)

PROFILE

Competent, meticulous and result oriented front end web developer seeking to use proven web development and project management/coordination skills in IT industry. Have intermediate knowledge in backend web development technologies also.

EDUCATION

VSB ENGINEERING COLLEGE, KARUR, TAMILNADU

2004-2008
B.E Mechanical Engineering (63%)

CERTIFICATIONS

GIT & GITHUB
Git Certification competency development program from Konfinity
Git Going Fast: One Hour Git Crash Course by Jason Taylor

PRIMAVERA P6
Primavera(P6) Professional Certificate of completion from Cadd Centre

MS. PROJECT
MS Project Professional Certificate of completion from Cadd Centre

AGILE SCRUM MANAGEMENT
Complete agile scrum management and Kanban from Omni Academy

BUSINESS INTELLIGENCE /ANALYST
The Business intelligence analyst course 2020 from 365 Careers

PYTHON
The Python Bible from Internet of Things Academy

IT SKILLS

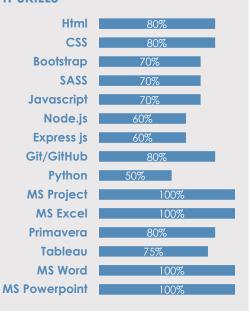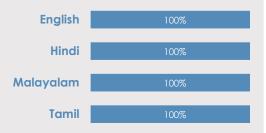| Skill	Level
Html	80%
CSS	80%
Bootstrap	70%
SASS	70%
Javascript	70%
Node.js	60%
Express js	60%
Git/GitHub	80%
Python	50%
MS Project	100%
MS Excel	100%
Primavera	80%
Tableau	75%
MS Word	100%
MS Powerpoint	100%

CONTACT

PHONE:
+91-9847611062
+91-9895311062

WEBSITE:
https://ranjitkr87.github.io/html/

EMAIL:
ranjitkr87@gmail.com

GITHUB:
https://github.com/ranjitkr87

OTHER SKILLS

- Waterfall, hybrid and agile management skills
- Planning Tools
- Data Visualization
- Goal driven
- Ability to work effectively both independently and as part of a team.
- Handle pressure situations and tight deadlines.
- Effective time management skill.
- Exceptional verbal, written and presentation skills.
- Competency in Microsoft applications including Word, Excel, and Outlook.

LANGUAGES

Language	Level
English	100%
Hindi	100%
Malayalam	100%
Tamil	100%

INTERESTS

Web Development
New Technologies
Philately
Travel

WORK EXPERIENCE

BLUESTAR INDIA - PLANNING ENGINEER
May 2019 – May 2021

HERTEL ALTRAD - PLANNING ENGINEER
Jan 2018 – April 2019

HERTEL OTC – PROJECT ENGINEER
Jan 2015 – July 2016

GLOBAL CONSTRUCTION COMPANY - PROJECT ENGINEER
Jan 2013 – July 2015

KAEFER - PLANNING ENGINEER
Jan 2012–Dec 2012

HERTEL MSL - SITE ENGINEER
Oct 2009 – May 2011

V.D. SWAMY& CO LTD – BOILER MAINTANANCE ENGINEER
Aug 2008 – Aug 2009

JOB RESPONSIBILITIES

- Documentation, tracking, highlighting, escalating and managing activities from kick-off through go-live.
- To be a part of Project Management team and ensure on time, within Budget and Quality project delivery.
- Maintaining and monitoring project plans, project schedules, work hours, budgets and expenditures.
- Project Plan Updates and reporting on baseline vs actual.
- Schedules and coordinates problem review/s and follows up on assigned actions.
- Organizing, attending, and participating in stakeholder meetings.
- Develops and maintains project documentation.
- Preparing necessary presentation materials for meetings.
- Ensuring project deadlines are met.
- Specification Requirement Gathering from client.
- Coordinating with departments and clients to ensure Deliverables.
- Determining project changes.
- Providing administrative support as needed.

- Serves as point of contact and communicate project status to all participants.
- Serves as point of contact for project information and updates.
- Publishing Dashboards and periodic reports.
- Ensuring projects adhere to frameworks and all documentation is maintained appropriately.
- Assess project risks and issues
- Ensure stakeholder views are managed towards the best solution.
- Chair and facilitate meetings where appropriate and distribute minutes to all project team members.
- Create a project management calendar for fulfilling each goal and objective.
- Arranges and/or delivers training.
- Register issues, risks, lessons learned etc. and provide solutions where applicable.
- Other duties as required by project and management.

STATIC WEBPAGES CREATED

NATOURS.

https://nervous-clarke-0afedb.netlify.app/

Natours is created using advanced CSS and SASS properties with fine BEM architecture

MY CV

https://ranjitkr87.github.io/src/html/index

This advanced modern responsive website is created using advance CSS and JavaScript technologies

For dynamic webpages created by me, please visit my github account