



# 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

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

### CONTACT

PHONE:

[+91-9847611062](tel:+91-9847611062)

[+91-9895311062](tel:+91-9895311062)

WEBSITE:

<https://ranjitkr87.github.io/html/>

EMAIL:

[ranjitkr87@gmail.com](mailto: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

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.

## PERSONAL DETAILS

NAME	RANJIT K.R
DATE OF BIRTH	17/02/1987
MARITAL STATUS	Married
PASSPORT NUMBER	S5024458
PASSPORT VALIDITY	19/07/2028
PLACE OF ISSUE	Cochin
DATE OF ISSUE	20/07/2018

## REFERENCE:

**Renjith Kurup,**  
Project Manager,  
Bluestar, India,  
Tel: +91-8594010777,  
Email: [renjithkurup@bluestarindia.com](mailto:renjithkurup@bluestarindia.com)

- 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

<http://enduranceran.rf.gd/>

This modern responsive website is created using WordPress

### 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*