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| Dnyaneshwar  Narayan Jadhav  Project Manager- IT     |  | | --- | | **Contact** |     Address  Pune, MH, 411023  Phone  919665954219  E-mail  DJADHAV2401@GMAIL.COM  LinkedIn  https://www.linkedin.com/in/dnyaneshwar-jadhav-796     |  | | --- | | **Skills** |     Project Planning&Management  Project Governance and risk mitigation strategies  Resource allocation  Budget Tracking  Customer communication  SAP  MS Office Tools  Risk analysis  Conflict management  Scope, Budget, Quality and Time management  Team Management  PMP Preparation  Agile Project Management  Jira tool  Scrum  Six Sigma Knowledge  JAVA  Automation Testing  Selenium WebDriver  Git- GitHub | ***Project Manager-IT*** *with around* ***8.5 years*** *of successful experience in End-to-End Project Management, Conflict Management, Problem management, Customer Relationship Management as well as Team Management. An effective communicator with excellent relationship building & interpersonal skills, problem solving, possess a flexible & detail-oriented attitude. Managed medium to large sized projects under tight schedules and budgets to achieve organizational goal. Currently looking for challenging* ***Project Manager /Delivery manager IT*** *Role.*     |  | | --- | | **Work History** |      |  |  |  |  | | --- | --- | --- | --- | |  | 2022-08 -Present  2017-10 -2022-08 |  | **Project Manager-IT**  *COMPUCOM CSI SYSTEMS PVT LTD, PUNE, Maharashtra*  **Roles and Responsibilities**   * Lead and manage end-to-end project delivery, ensuring adherence to timelines, budget, and quality standards. * Collaborate with stakeholders, clients, and cross-functional teams to define project scope, objectives, and deliverables. * Develop and maintain project plans, including resource allocation, task assignments, and project dependencies. * Monitor project progress, provide regular status updates, and present project reports to stakeholders and senior management. * Mentor and coach team members, supporting their professional growth and development. * Supervise the day-to-day project activities and ensure that appropriate internal and external resources are allocated to the different projects * Communicate with senior stakeholders like product owner, business owner for major decisions. * Resolve project-related issues, if need escalate these issues for resolution, as appropriate. * Creating status reporting and maintaining the Risk Log, Action Log, Decisions Log, and Issue Register into Smart sheet. * Work closely with the IT Project Management Office, Procurement teams, 3rd party IT Service Providers, Hosting, Network and Security Services teams to ensure an accurate and efficient delivery. * Escalate the action items which need to be raised in Bi-Weekly IT Portfolio Status review meeting having the leadership team. * Monitor adherence of timelines to key project milestones in order to ensure timely delivery of the project as agreed with the customer * Monitor the utilization of the Project budget in order to control budget overshoot * Coordinate project Go Live and closure with lessons learned. Identify and mitigate project risks and issues, proactively addressing any challenges that may impact project delivery. * Projects Completed-   + SurveyMonkey Implementation at CompuCom   + Gentran EDI Sunset   + Privileged Access management tools from Delinea- Server Suit and Secret server   + CG3 Modernizations   + CLP platform upgrade and Security Enhancements   **Assistant Manager- Project Planning**  *TOX PRESSOTECHNIK INDIA PVT LTD, PUNE, Maharashtra*  **Roles and Responsibilities**   * Managing all aspects of SDLC and Project Delivery Process for projects, adhering to set audit standards. * Hands on management and delivery of multiple projects to meet technology and business requirements on time and within budget. * Executed project management methodologies and standards including those within the ITS Project Delivery Process and SDLC, PMI PMBOK also ensured they are followed by project team members. * Responsible for providing and maintaining accurate and timely project information in all project plans, communications, status reporting, SharePoint sites. * Responsible for effective project kickoff, identification of all project stakeholders, defining and clarifying project roles and responsibilities. * Build relationships with stakeholders and project teams to effectively manage and deliver quality products. * Worked closely with sponsors, stakeholders, users, technical team leads, technical and non-technical resources, and management to execute core project management functions that range in scope, budget and team size to the level of large, involving moderate to high levels of risk and complexity. * Proposed changes to PMO methodologies, frameworks, best practices for continuous process improvement; participates in teams that undertake continuous process improvement initiatives. * Created and controlled all project related documents. * Leads cross functional project teams by task assignment and follows up to ensure on-time completion. * Has responsibility for maintaining effective management of multiple concurrent project assignments, project tracking, issue resolution, time gathering and reporting, and communicating project progress. * Works with all stakeholders to identify and confirm resource necessary resources, including using the Resource Management Tool throughout the project lifecycle. * Uses MS Project to build detailed, effort-driven project schedules. * Configures, utilizes, and supports key project management tools. * Detailed tasks include developing/managing/maintaining comprehensive, accurate project plans and schedules, as well as performing estimation, forecasting, planning, analysis, issue / risk / change management, escalation management, meeting facilitation and status reporting. * Developed project plans, estimations, specifications, flowcharts, and presentations. * Conducted regular project reviews and communicates the status of projects in both formal ways. * Responsible for knowing and communicating a project’s status accurately throughout project lifecycle. * Provides regular and timely feedback to team members and their respective managers to identify and resolution of issues that may negatively impact a project deliverable. * Motivated and leading project teams and instilling a mindset of collaboration and continuous process improvement. * Promoted the effective teamwork and spirit of partnership. * Demonstrated an advanced understanding of both quality assurance and software development processes and methodologies, with the ability to share knowledge with peers, development and QA groups, and project team members. * Builds and maintains relationships with technical leads, business analyst, product owners and non-technical team members. * Informally mentors other non-PMO team members on structured methodology, best practices-Agile ceremonies (sprint Planning, Sprint Review meeting, Sprint Retrospective, daily stand-up meeting) | |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | |  | 2016-01 - 2017-09 |  | **Project planning Engineer**  *FINE ARC SYSTEMS PVT LTD, PIRANGUT, Maharashtra*  **Company Profile**   * Fine arc systems Pvt.Ltd, Pirangut which is providing automation and Welding solutions in automation to various customers like Bajaj, Toyoto, Cosma, Hero, Satyam, Faurecia, KML and many more.   **Roles and Responsibilities**   * Participated in Project DAP (Design Approval Process). * Prepared Project schedules and WBS charts. * Participated in project performance review meetings and discussions with M.D.and Plant manager. * Allocated appropriate resources to ensure project is completed in given time and budget. * Monitored, Expedited and Reported progress of the project. * Customer communication. * Coordinated with design, control, assembly and vendor development department to achieve timeline of project. * Coordinated project activities from DAP to Commissioning to the customer site. * Involved in shop floor activity, assembly, component fitment, welding trials, welding parameters. * Proper work planning and arranging manufacturing and standard bought out parts with coordination with VD and purchase. * Machine prove outs and arrange FAT acceptance activities Manage changes to scope, cost and schedule of work project. * Responsible for customer satisfaction and project completion. * Maintain project file and final documents related to project. * Guided to prepare machine manuals. * Little bit Knowledge about PLC, HMI. * Learnt Yaskawa Robot programming. * To prepare dispatch advice and packing list of projects. * Reporting to Project manager and Plant manager. |  |  |  |  |  | | --- | --- | --- | --- | |  | 2014-12 - 2015-12 |  | **Trainee Production Engineer**  *FAURECIA AUTOMOTIVE SEATING PVT LTD, Faurecia, Pune, Maharashtra*   * **Company Profile** * Faurecia Automotive seating is France based leader in design, development and manufacture of automotive seating which are more comfortable, safe, lighter and more functional for OEMs like Volkswagen, Nissan, Audi and Ford. * **Roles and Responsibilities** * Managed, supervise and control production activities for production line. * Knowledge about handling daily production of all variants of seats as per targets Daily Reports-Daily 1st OK check sheets, operator polyvalence, 5s check sheets, TPM 1 check Sheets, changeover traceability, Rework- Rejection entry and traceability. * Responsible for all machinery in working condition with coordination of support functions Like Maintenance and process in Pre assembly shop. * Solved small problems in the Riveting and robotic welding machines. * Knowledge about welding defects and welding process parameters. * Knowledge about Poka- Yoke of each machine. * Daily production output & rejection entry in system. * Create daily and weekly production report. * Knowledge about KAIZEN, 5S activities, HSE. |      |  | | --- | | **Education** |      |  |  |  |  | | --- | --- | --- | --- | |  | 2010-06 - 2014-05 |  | **B.E: Mechanical Engineering**  *Rajarambapu Institute of Technology -* Islampur  GPA: 68.82   * Member of MESA and Entrepreneurship Development Cell. * Participated in NSS Camp arranged in college. |  |  |  |  |  | | --- | --- | --- | --- | |  | 2009-06 - 2010-02 |  | **H.S.C: General Science**  *Willingdon College -* Sangli  GPA: 84.17   * Majored in Mathematics, Physics and Chemistry |  |  |  |  |  | | --- | --- | --- | --- | |  | 2007-06 - 2008-06 |  | **S.S.C: 92.15%**  *Shri Bhairavnath High School -* Daribadachi | |

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