**First Name of Application CV No 1662786**

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|  *“Scaling new heights of success with hard work & dedication and leaving a mark of excellence on each step”*Industry Preference: IT Software, Banking & Financial services, Telecom, Retail **Project Manager** |
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| core24x24icons Key Skills |  | knowledge24x24icons Profile Summary |
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| ***Project Management*** |
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| ***Scope Management*** |
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| ***Time Management*** |
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| ***Cost Management*** |
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| ***Stakeholder Management*** |
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| ***Quality Management***  |
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| ***Risk and Issue Management*** |
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| ***Communication Management*** |
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| ***Resource Management*** |
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core24x24icons Key Clients

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| ***Barclays Bank*** |
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| ***Royal Bank of Scotland*** |
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| ***Standard Chartered Bank*** |
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| ***Capita Assurance UK*** |
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| ***AT&T US*** |
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| ***HOLD Brothers LLC US*** |
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 | * PRINCE2 certified project manager with **10 years of experience in Project Management**
* **Initiating and chartering projects, defining Project Scope, Goals and Deliverables** that support business goals in collaboration with senior management and stakeholders.
* **Managing multiple projects** in various stages of their life cycle. Identify phases, activities and efforts needed to complete the project.
* Developing full-scale **Project Plan** and **establish baselines** and associated communications documents.
* Manage the overall **Project schedule** to ensure work is assigned and completed **on time and within budget.**
* Proactively **identify Project Risks and Issues** and create successful action plans for resolving issues and mitigating risks to minimize project exposure and risk.
* Coordinating with **Business solution team** to verify and **baseline the Business requirements.**
* Effectively communicate project expectations to team members and stakeholders in a timely and clear fashion.
* Ensuring that the **Project Deliverables are met on time** qualitatively and effectively communicate project status to all stakeholders.
* Performing **Resource planning** to identify all of the resources required to complete the project successfully.
* **Identifying, managing and mitigating Project Risks**. Proactively manage changes in project scope, identify potential Risks, and devise contingency plans.
* **Responsible for the overall facilitation of the User Acceptance** and Testing phases..
* Managing all communications to and from the project stakeholders.
* **Conducting Project Closure Meetings** and documenting it in project closure artifacts.
* Effectively apply project management methodology and enforce project processes and standards accordingly.
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| exp24x24icons Work Experience**Since Nov’14 M.H. Alshaya Co. W.L.L as Project Manager****Growth Path:****Key Result Areas:*** + - * Develop **Project Charter** and **Initiate Project kickoff meeting**.
			* **Create and execute Project plans** and revise as appropriate to meet changing needs and project demands.
* **Project Planning, monitoring and controlling** the project through defining and applying project management related methodology.
* Ensuring that **project deliverables, milestones, are met on time.**
* **Proactively manage changes in project scope, identify potential crises, and devise contingency plans.**
* **Identifying, Tracking and Managing Project Risks & Issues.** Resolve and/or escalate issues and risks in a timely fashion.
* Preparing **projects progress reports** and keeps management, clients, and others informed of projects status and related issues.
* Tracking the **project progress and deliverables** using appropriate reporting tools presenting reports defining project progress, problems and solutions.
* **Conducting Project Closure Meetings** and documenting it in project closure artifacts.
* Effectively facilitate **Lessons Learned** sessions after project delivery in order to identify successful and unsuccessful project elements.

**Highlights:*** Analyzed & identified new vendors which helped in ensuring cost reduction.
* Completed project on time and received appreciation for the same from clients.
* Took measures to conclude projects on time and within budget.
* Improved the execution of project by applying best project management practices.
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| exp24x24icons Previous Experience**Aug’12 - Oct’14 Tech Mahindra, AT&T Project Management Team as Project Manager****Jun’11 - July’12 Cognizant Technology Solution Pvt Ltd as Project Manager****Oct’10 - Jun’11 Quexst Solution Pvt Ltd as Project Lead****May’07 - Oct’10 Trenchant Financial Technologies as Business Analyst/Project Lead****Feb’06 - May’07 Capstone Securities Pvt Ltd as Senior Analyst**Description: edu24x24icons Education* MBA (Finance) from Pune University
* PGDBM (Finance) from Pune University.
* B.E (Electronics) from Mumbai University.

softskills24x24icons Knowledge Purview * PRINCE2 Practitioner
* ITIL v3 Foundation
* Proficiency in MS Project tool
* Proficiency in Microsoft Office Suit (Excel, Word, Power Point, MS Project)
* Strong knowledge of SDLC processes and Object Oriented programming concepts
* Advanced computer literacy with excellence usage of market-going software’s

Description: personaldetails24x24icons Personal DetailsDate of Birth:                    8th September 1980Nationality: IndianMarital Status: MarriedLanguages Known: English, Hindi & Marathi |