



ABHISHEK ANAND

IT PROJECT MANAGEMENT / BUSINESS ANALYSIS PROFESSIONAL

Certified Project Management / Google Data Analytics professional with nearly 3 years of experience in Business Analysis, IT Project Management & Team Management, targeting assignments in Business Analysis & IT Project Management with a reputed IT organization, Preferred Location: Open

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CORE COMPETENCIES

Project Execution & Monitoring

Change Management

Escalation Management

Strategic Planning and Execution

Cross-functional Coordination

Budgeting & Cost Estimation

Project & Delivery Management

Requirement Gathering Deep Learning

Customer Delivery Set-up

Business Analytics Client Engagement

Reports & Dashboard Development

SOFT SKILLS

Communication



Relationship Building



Analytical



Accuracy



Problem Solving



Negotiation



PROFILE SUMMARY

- Tech-savvy professional, **gaining expertise in end-to-end process of Business Analysis** entailing As-Is / To-Be Analysis, mapping & finalizing requirements, documenting functional specifications, determining business scenario and mapping them into solutions; hands-on experience in python libraries such as pandas, numpy, matplotlib, sklearn & statistics
- **Learnt how to develop to-be business process flows, identifying the impact of the implementation to these business process flows** and coordination for the review of the detail design for the business
- Track record of **producing technical, business & economic feasibility studies for project ideas** right from **collecting project requirements & documentation**; expertise in **managing the project delivery frameworks** for process enhancement activities within time & cost parameters
- Experience in managing both on-boarding and delivery teams **entailing 70 clients** for the successful delivery of products and highly competent when it comes to **ticket resolution, Team management & Leadership and TAT Management**
- **Acquired skills in conducting full lifecycle analysis** including data gathering and cleansing, deep learning, advanced statistical analysis/modeling and recommendations to optimize performance
- Excellence in **generating reports & dashboards** using multiple tools, **building relationship with stakeholders, customers and management teams, resolving escalations** from customers while ensuring customer satisfactions
- **Defined project management processes**, including those related to requirements management and change control; **Established project management strategies** from scratch and provided leadership to the technical operations staff
- Strong management and leadership skills, demonstrable capabilities to build, organize and manage a team to support a wide range of initiatives

WORK EXPERIENCE

Associate Manager – Project Management

NoPaper Forms Pvt. Ltd., Gurgaon

Feb'22 - Aug'22

Key Result Areas:

- Spearheaded a team of developers and analysts for onboarding and delivery
- Worked on 10+ projects while coordinating with client, product development, and customer success teams
- Directed end-to-end project delivery and compliance activities
- Contributed to discussions and submitted recommendations for improvements to the senior leadership team
- Evaluated all project plan status to identify and resolve all issues and managed all integrated applications for organization
- Analyzed all team work performance and ensured achievement of all objectives within required deadlines
- Defined service standards & guidelines that served as benchmark
- Presented various weekly/monthly MIS reports pertaining to process and productivity

TECHNICAL SKILLS

- Python, Pandas, Numpy, Scikit
- Machine Learning
- Deep Learning
- NLP
- SQL, Big Query
- Power BI, Tableau
- Excel, Advanced Excel
- Google Cloud, Data Studio
- Requirement Analysis, Stakeholder Management, User Stories, Change Management

CAREER TIMELINE

NoPaper Forms
Pvt. Ltd., as
Associate
Manager -
Projects

Feb'22-
Aug'22

Business Octane
Solutions Pvt.
Ltd., as
Assistant
Manager

Jul'17 –
Feb'18

Tata
Consultancy
Services as
Assistant
System
Engineer

Dec'13-
May'15

Assistant Manager

Business Octane Solution Pvt. Ltd., Gurgaon
Jul'17- Feb'18

Key Result Areas:

- Worked on BI Reporting, Advanced Excel, Predictive Analytics and Business Analysis
- Offered flexible video conferencing alternatives and successfully managed accounts
- Studied market & connected with consumers who were growing their business, which resulted in boot in sales
- Performed sales forecasting, achievements & presentation

Assistant System Engineer

Tata Consultancy Services, Gandhi Nagar, Gujarat
Dec'13 – May'15

Key Result Areas:

- Experienced with reporting, automation & python development
- Worked on Ticket Management & Windows Administrative Tools
- Managed Windows Server 2008 R2 for DHCP
- Ensured Software compliance
- Performed UNIX shell scripting

EDUCATION

- **2015-17: PGDM- Sales and Marketing** from IMT Ghaziabad
- **2009-13: B.Tech. - Electronics and Telecommunication** from KIIT University

TRAINING / INTERNSHIP

- Completed internship with V.I.P Industries while pursuing MBA
- Successfully completed training at BSNL while pursuing B.Tech.

CERTIFICATIONS



Project Management Certification
from Henry Harvin Education



Agile / Scrum Certification from
Henry Harvin Education



Google Data Analytics Professional
Certificate



Completed course on Big Query,
Google Data Studio

ACADEMIC PROJECTS

- Kartmagic
- Snapdeal.com

PERSONAL DETAILS

Address :Karol Bagh, New Delhi

Date of Birth :28th January 1991

Languages :English, Hindi & Gujarati; German & Russian (Only Read)