

**Entry level IT project management with business analyst**

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| **BRIEF PROFILE** |

A meticulous and organized individual seeking a challenging role to leverage my skills an Entry- level position in the field of project management. Skilled at developing reports, managing project setup invoicing budgeting contract development and final delivery. requirement all business data analyzing, identifying business solution, needs, recommending solution to drive organizational growth.

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| **SKILLS** |

**Soft Skills:**

Teamwork, problem solving, communication, adaptability, critical thinking

**Technical skills:**

Project and product management- SDLC & STLC lifecycle

Business data analyst

Research- Management information system and Technology

Business analysis planning and monitoring

Elicitation and collaboration

Business project management lifecycle

Strategy analysis

Requirement analysis, and design definition

Solution evaluation

Sprint planning

value driven delivery

product backlog

team, time and budget management

organizational efficiency

**Project management and business analyst methodologies -**

**Framework and models**:

Agile, scrum, kanban, spiral and waterfall model BPMN & UML, SWOT, MOST, PESTILE,

**Software tools:** Jira, Monday.com, MS project

Splunk, Apache spark, google analytics

MS Excel, DBMS – MYSQL workbench

Data visualization - Microsoft pawer BI

Gen AI, ML, DevOps

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| **EDUCATION** |

MIT School of Distance Education.

PGDM | IT management Specialization | CGPA: 10.00 / 10.00 2022 - 2024

A.B.I.T Engineering collage. 2017 - 2021

Diploma | IT | CGPA: 8.05 / 10.00

Mahatma Gandhi school. 2016- 2017

SSC 10 std | Kolhapur | CGPA: 6.12 / 10.00

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| **WORK EXPERIENCE** |

**Key Responsibilities: IT project management trainee with business analyst**

* Coordinating, planning, executing, monitoring projects with business stakeholders and project data driven delivery.

Business product management and analyst gaining in-depth understanding of critical business requirement data related work breakdown structure business process modeling and developing innovative solutions for operational and strategic changes.

* Prioritizing product requirements analyzing and gathering user requirements using case tests, mockups, and elicitation meetings Creating and maintaining business requirement specifications and quality functional specification documents for a multi-featured document management system. Conducting data warehouse queries with various tools and databases to support business users. Leading sprint planning, daily scrum meetings and communicating the product vision.

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| **PROJECTS (For Freshers)** |

Title - A study on identify process strategies to reduce at the delivery stage. 2023 - 2024 A bout project- the application of processes that ensure the effective and efficient transfer of goods from one location to the next. Research, project management, software process delivery, scope methodology, case studies, interviewing and survey, Adaptability.

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| **CERTIFICATIONS** |

PMI - CAPM: project managemen 2023 – 2024

Agile, scrum foundation with business analyst

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| **PERSONAL DETAIL** |

DOB :28/3/2001

Gender: male

Marital status: Unmarried

Language: English, Marathi, Hindi

Permanent Address: Laxmi chowk Hinjewadi Phase 1 Pune Maharashtra