

ASHISH MEHTA

Project Manager | Software Architect | Product Manager | Business Analyst

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PROFESSIONAL SUMMARY

- 8+ years of Project and Product Management experience directing and managing small to large scale Projects in IT Services, E-governance, Real Estate, Enterprise Mobility, Healthcare and Travel & Ecommerce Domains.
- Managed projects across technology groups including Web and Mobile development applications.
- Involved in end-to-end Project Management and implementation, performing activities like Project Planning, Estimation and Costing, Scheduling, Risk Management, Scope Management, Mentoring, Communication and relationship Management, Resource Planning and Process implementation.
- Experience in building and leading medium to large scale cross-functional distributed teams.
- Having strong experience in client engagement and relationship management.
- Worked as a Product Manager in which identifying potential products, conducting market research, generating product requirements, determining specifications, production timetables, pricing, and time-integrated plans for product introduction, developing marketing strategies
- Handled small to large scale accounts ensuring highest customer satisfaction and retention.
- Handled Team of Web Technology like Front End Development (Angular) and Backend (Node) , UI/UX and Leading QA Team and Mobility.
- Strong Agile methodologies knowledge with extensive implementation experience. Worked as a consultant for other projects and mentored efficient agile teams in non-agile environment with highest success rate.
- Worked as a Product Manager of Multiple Healthcare Products and directed all phases of product development from Conceptualization to implementation and from Sales to Support and Training.
- Strong communication, Negotiation and Presentation skills.

AREA OF EXPERTISE

Project Management
Relationship Management
Scope Management
Monitoring & Control
Communication

Client Account Management
Business Development
Cross-Functional Leadership
Business Analysis
Team Building

Product Management
Risk Management
Resource Management
Agile Software Development
Training

SKILLSET

Methodologies/SDLC:

Waterfall, Agile (Scrum)

Languages, tools and products:

Jira Agile, Visio, Teamwork, Basecamp, MS Office, MS Visio, C#, Asp.net, MSSQL SERVER, HTML, CSS, UML Diagrams, Photoshop, Microsoft Visual Studio, Linux, Centos, ubuntu, Pencil, Lucidscreen, Microsoft Project Planner, PMS

WORK EXPERIENCE

Shaligram Infotech, Ahmedabad

Nov'19 till Date

Project Manager || Scrum Master || Business Analyst

- Define the scope of the project and Create a detailed work plan which identifies and sequences the activities needed to successfully complete the project
- Handling Team of 16 + Members including UI/UX, Quality Assurance and Developers and Mobile Team.
- Responsible for delivery of client projects from planning to execution and testing
- Perform business requirement gathering, design and execute a project plan,
- Interface with clients during projects including frequent onsite meetings.
- Coordinate with Client Success Managers to understand client needs, and work with Specialists to properly execute the project.
- Follow Agile Methodology for smooth execution
- Prepare the Prototype using **Pencil, Mockup** tools for Better Understanding
- Project Planning Using **Microsoft Project Planner** for Resource allocation and dependency
- Manage Core Team Of **Angular 9 and Node js**
- Manage internal and external expectations on all aspects of project.
- Lead multiple projects of varying sizes at any given time.
- Provide inspired leadership for the organization.
- Make important policy, planning, and strategy decisions.
- Develop, implement and review operational policies and procedures.
- Assist HR with recruiting when necessary.
- Help promote a company culture that encourages top performance
- Oversee budgeting, reporting, planning, and auditing.
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- Manage project staff according to the established policies and practices of the organization
- Assign and track project tasks to team of designers, developers, testers and other staff members.
- Ensure that all project personnel receive an appropriate orientation to the organization and the project
- Execute the project according to the project plan
- Set up files to ensure that all project information is appropriately documented and secured
- Monitor the progress of the project and make adjustments as necessary to ensure the successful completion of the project

- Establish a communication schedule to update stakeholders including appropriate staff in the organization on the progress of the project
- Review the quality of the work completed with the project team on a regular basis to ensure that it meets the project standards
- Ensure that the project deliverables are on time, within budget and at the required level of quality
- Supports leadership and employees through change
- Determine the resources (time, money, equipment, etc) required to complete the project
- Develop a schedule for project completion that effectively allocates the resources to the activities
- Lead and direct the work of others and report directly to a project lead or manager.
- Prioritization of requirements

CodeZeros Technology, Ahmedabad

May'19 to Oct'19

Project Manager || Scrum Master

- Define the scope of the project and Create a detailed work plan which identifies and sequences the activities needed to successfully complete the project
- Handling Team of 12 + Members including Designers, Quality Assurance and Developers and Mobile Team.
- Handling Projects on Angular, Node and **BlockChain** using Ethereum and Hyperledger Fabric Framework to develop product and application for crypto currency.
- Determine the resources (time, money, equipment, etc) required to complete the project
- Develop a schedule for project completion that effectively allocates the resources to the activities
- Review the project schedule with senior management and all other staff that will be affected by the project activities; revise the schedule as required
- Determine the objectives and measures upon which the project will be evaluated at its completion
- Manage project staff according to the established policies and practices of the organization
- Assign and track project tasks to team of designers, developers, testers and other staff members.
- Ensure that all project personnel receive an appropriate orientation to the organization and the project
- Execute the project according to the project plan
- Set up files to ensure that all project information is appropriately documented and secured
- Monitor the progress of the project and make adjustments as necessary to ensure the successful completion of the project
- Establish a communication schedule to update stakeholders including appropriate staff in the organization on the progress of the project
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- Prioritization of requirements

- Define the scope of the project and Create a detailed work plan which identifies and sequences the activities needed to successfully complete the project
- Determine the resources (time, money, equipment, etc) required to complete the project
- Develop a schedule for project completion that effectively allocates the resources to the activities
- Managed Project for E-commerce using Magento Framework.
- Review the project schedule with senior management and all other staff that will be affected by the project activities; revise the schedule as required
- Determine the objectives and measures upon which the project will be evaluated at its completion
- Manage project staff according to the established policies and practices of the organization
- Assign and track project tasks to team of designers, developers, testers and other staff members.
- Ensure that all project personnel receive an appropriate orientation to the organization and the project
- Execute the project according to the project plan
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- Monitor the progress of the project and make adjustments as necessary to ensure the successful completion of the project
- Establish a communication schedule to update stakeholders including appropriate staff in the organization on the progress of the project
- Review the quality of the work completed with the project team on a regular basis to ensure that it meets the project standards
- Ensure that the project deliverables are on time, within budget and at the required level of quality

- Performing role of Project Manager handling team of 12+ members consisting of Developers, QA and UI/UX Designers.
- Responsible for end-to-end deliveries of enterprise grade product.
- Following Agile methodologies and Scrum practices and doing activities like Scrum Planning, Backlog Grooming, Sprint Planning, Sprint Retrospective, Sprint Review Meetings, Daily Scrum Meetings.

- Responsible for Team Grooming and taking productivity of the team to next high level.
- Performing Client Interaction and Requirement elicitation of product and playing active role working with product owner to create meaningful backlog items, release planning and priority activities.
- Creating of Application Customer Relationship Module, Product design of different PTE, IELTS.
- Deploy Micro services on AWS Cloud, Migration of Sql Server to Amazon RDS, Using different services for security of confidential documents.
- Responsible for implementation of project process and ensuring internal audit compliance.
- Large scale application implementation and deployment on AWS, Azure and Dropbox Cloud On Premises
- Integration of API with AWS, Azure and Dropbox Cloud.

Indus University, Ahmedabad

Jan 2018-July 2018

ERP Manager

- Performing role of ERP Manager handling team of 5+ members consisting of Developers and Designers.
- Responsible for developing ERP Modules for Students and Administrative Staff.
- Following Agile methodologies.
- Responsible for implementation of project process and ensuring internal audit compliance

Web Point Infotech, Gandhinagar

Jan 2011 – Dec 2017

Project Manager

- Performing role of Project Manager handling team of 10+ members consisting of Developers, QA, Architect and Designers.
- Responsible for end-to-end deliveries of enterprise grade product.
- Following Agile methodologies and Scrum practices and doing activities like Scrum Planning, Backlog Grooming, Sprint Planning, User Stories Building, Story Point Estimation, Sprint Retrospective, Sprint Review Meetings, Daily Scrum Meetings.
- Responsible for Team Grooming and taking productivity of the team to next level.
- Performing Client Interaction and Requirement elicitation of product and playing active role working with product owner to create meaningful backlog items, release planning and priority activities.
- Creating multiple performance matrices facilitating data driven decision making.
- Responsible for implementation of project process and ensuring internal audit compliance.

- Oversaw deliveries of Microsoft Technology Department consisting of 20+ people and managed multiple accounts coming under same.
- Additionally, handled Creative design department and ensured UI deliveries of all projects of organization.
- Was leading and managing Healthcare product division, Creating and executing detailed Product Development plan, communication Plan, project briefs, Product review document, Product Status Reports, Work breakdown Structure, high level task list, Risk Analysis documents, Scope detailing, Estimation & Costing, Change Management Handling and Documentation.
- Was responsible for implementation of Xamarin Studio for Mobile development in organization to utilize Microsoft technology resources into mobile application development.
- With more than 85% client retention rate, successfully managed all accounts and maintained healthy business relationship with relevant stakeholders.
- Performed duties like Project milestone/deliverables evaluation, timeline supervision and monitoring, quality control, resource management and high level review of the deliverables.
- Worked as single Point of contact and during the project for all aspects of the engagement with Client keeping him updated with project progress and milestones.
- Ensured effective risk management which increased customer satisfaction.
- Got Involved in Project Closure and Postmortem Meetings and created a closure reports of project which helped organization as inputs for other project decisions.

SearchkingTechnolab (India / USA)
Software Architect

Jan 2009 – Dec 2010

- Worked as a Software developer for Products of USA Healthcare markets like Electronic Medical Record System (EMR) and Billing Software.
- Successfully performed multiple roles to produce established technology systems.
- Interacted with offshore clients for business analysis and requirement.
- Conceptualized and developed company's HR, CRM, Recruitment Management, Project Management & financial software.
- Was involved in Branding & Designing of company's different businesses and services.

ACHIEVEMENTS & ACCOMPLISHMENTS

- After taking over new enterprise event management project, within 1 quarter successfully managed to increase business by 200% making consecutive successful deliveries.
- Exceptional performance shown by delivering 12+ public releases over a span of 1 year without compromising schedule, scope and cost.
- Initiated organization wide project review process for non-functional requirements which caused significant increase in customer satisfaction.

- While leading Microsoft Technology Team increased average productivity from 60% to 90% in one quarter. Generated Recurring business from 85% existing client and increased profit margins of department.
- Reduced UAT duration by 60% with effective requirement capturing, tracking and validation process.

EDUCATION

- Bachelor of Engineering Information Technology, 2009
(Gujarat University, Ahmedabad)
- Master of Engineering Information Technology, 2012
(Gujarat Technological University, Ahmedabad)
- Ph.D (Computer Engineering), 2014(Pursuing)
(Indus university, Ahmedabad)

STRENGTHS

- Leadership, Teamwork & Ability to Work on Multiple Roles
- Strong Management, Communication & Presentation Skills
- Excellent Negotiation Skills
- Excellent Presentation Skills