**Shashank Upadhyay**

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## HIGHLIGHTS OF QUALIFICATIONS

- 8+ years of experience in the IT- Software industry
- Solid background in project management, Process development, Team Management, Resource & Cost Management and Project Life Cycle  Management.
- Optimized and formulated companies Project Management Process and delivered the projects on time in full.
- Proficient in OOPs Concept, Database Development, Network Fundamentals, MS Office, MS Project, Freedcamp and Basecamp, Technical  Documentation.
- Monitoring, Updating Issues in JIRA Project Management  Tool and Backlog Project Management tool.
- Handling Application Deliverables with allocation Timelines and Resources.
- Proficient in Task Management, Delivery Management and handling day to day activities with High energy and positive outlook.
- Multilingual: Fluent in English, Hindi & Marathi.

## SKILLS AND  EXPERIENCE

### Project Management

**At Hifinite Health International Pvt. Ltd.**
- Leading Projects as per the company's Project Management Process, managing a team of 8 Developers and testers.
- A U.S based product ownership where the clients use Hifinite' s products which are web-based and mobile based applications.
- Working closely with the Product owners, Chief Technical Officer and Team leads to provide new features and enhancements for the product developed for Tele-Medicine.
- Pro-actively managing the Web development team, UI/UX developer as well as the QA Team to deliver modules, enhancements and bug fixes as per reported by the Product Owners and Project Management Testing.
- The product is a web-based application to manage tele-medicine, video consultation, care management plans, diagnosis and medication for a variety of chronic ailments.
- Delivered two major modules at production environment which is crucial to the application as far as the revenue and application version is concerned.
- Conducting daily meetings with the team and weekly meetings with the Product Owners, COO and CTO.

**At Shezar Web Technologies Pvt. Ltd**
- Applying Project lifecycle Management with AGILE Methodology. Managing a team of 12 Developers & Testers.
- Responsible for delivery of projects within timeline, scope &SLA
- Delivered two modules of the Major project with respect to Learning Management System.

- Monitoring Project Risks &Scope Creep, Identify Problems and Notify Management Solutions in Proactive manner.
- Resource planning, Task Management using JIRA Platform.
- Effort Estimation for a given project with budget analysis.
- Define multiple projects scope, goals and deliverable that support business goals in collaboration with senior management and stakeholders.
- Create/ Ability to program critical components, debug codes, optimizes codes and ensures coding best practices are used across the team.
- Client Engagement, conducting weekly meetings and managing change requests.

## At Markss Infotech Limited

- Followed project management lifecycle for an Indian State Government project (State of Chhattisgarh) directly coordinating with the excise department for liquor management system and successfully delivering the project.
- Managing and monitoring a team of 14 Software developers, Tester, and managing the Project delivery Schedules as per the requirement of the PMO.
- Coordination with internal teams namely Pre-sales, Support Engineering, Sales to understand Requirement, Analyze the Development, Execution and Delivery of the developed Modules.
- Application from Retails Sectors, Warehousing, Healthcare and Excise Departments have been developed, monitored and delivered to clients like Aditya Birla Group, Efkon toll Management, MG Motors Group, Tata House Group and more reputed clients across India.
- Preparing SRS, Technical Proposals, Documents and Support documents for the technology perspective involved in the projects.
- Project Closure with Application and Process Flow training to the client teams and gathering sign-off report with lessons learned document.
- Development of Resource Management process for allocating resources for respective projects in the organization.

## At Active Biz Solutions Pvt. Ltd.

- Managing the projects for the Initiation, planning, execution, controlling and closing as per the project management lifecycle for Home Automation based products and application.
- Developing BOQ, pricing and accepting client confirmation on the project execution.
- Creating quotation and client engagement for providing best possible solutions.
- Managing Implementation team to execute the project seamlessly with utmost client satisfaction.

## At Infosys Technologies Limited

- Lead a team of 3 people in the first job for providing weekly enhancements with respect to the vendor management portal for the Major Client (GAP Apparel Manufacturer).
- Developing Application portal, handling enhancements and L2-L3 Support for Client Issue tickets raised at the Client Developed Portal.

## Software development

- Working on Enhancements, Bug fixing and queries for Major Client's (GAP Apparel Manufacturer). Vendor Management Portal.
- Maintaining database activities working on oracle 10g with Toad 8.0 client.
- Enhancements included major and minor enhancements with L2 and L3 support (SLA system).
- Android development using B4A IDE for Home Automation application systems, which included embedded system technologies (ZigBee/XBEE) programming.
- Database ETL Activities to generate reports for the client.
- Understanding of .NET Development and Android Development Principles, OOPS concepts and required standards.
  - Handling tools for Project Management like MS Project, Asana, Freedcamp, Backlog, Visio and Lucidchart.

## Certifications

- Project Management-
  - **PRINCE2 Foundation & Practitioner Certificate in Project Management. Certifying Authority AXELOS, Date- 3' d Aug 2019.**
    - **Understanding PRINCE2 Principles, Process and Themes.**
    - **Understanding and Applying PRINCE2 Tailoring techniques to execute the process and themes successfully.**

## Employment History

| Designation | Organization | Location | Duration |
|---|---|---|---|
| **Project Manager** | Hifinite Health International Pvt. Ltd. | Mumbai | March 2020- July 2020 |
| **Project Manager** | Shezar Web Technologies | Mumbai | Dec 2019-Jan 2020 |
| **Project Coordinator** | Markss Infotech Ltd. | Mumbai | July 2017- Dec 2019 |
| **Project Manager** | Active Biz Solutions Pvt. Ltd. | Mumbai | Jan 2015- Oct 2016 |
| **Systems Engineer** | Infosys Technologies Ltd. | Pune | Sept 2011- June 2014 |

| Qualification | Institute | Year |
|---|---|---|
| **PGDM in I.T for Project Management – Hybrid Learning course** | Welingkar Institute of Management, India (Approved by United Grants Commission, UGC, India and All India Council for Technical Education, AICTE, India) | 2020 |
| **B.E. in Information Technology** | University of Mumbai, India. (Approved by United Grants Commission, UGC, India and All India Council for Technical Education. | 2011 |