



Sahana Lakshminarayana

IT Project Manager

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Profile

Project manager with 4 years of experience, I have developed comprehensive project timelines and presented innovative solutions, resulting in an 8% increase in annual revenue. I have also built strong relationships with +6 clients to ensure high-quality customer service and lean product development. Seeking a project manager job in order to increase the organization's profits and revenue.

Education

Master of Science in Project Management

Apr 2020 – Apr 2022 | Boston, United States

Northeastern University

Coursework: Principles of Agile Project Management, Project Management Practices, Project Scope Management, Introduction to Analytics, Risk Management, Quality Management, Project Schedule Management

Bachelors of Telecommunication Engineering

Aug 2012 – Jul 2016 | Bangalore, India

Visvesvaraya Technological University

Coursework: Programming in C#, SQL, HTML

Professional Experience

IT Project Manager Intern

Apr 2021 – Sep 2021

Amtrak

Washington D.C, United States

Project: SAP Financial Application and Salesforce

- Developed strong cross-functional relationships with major clients and stakeholders at all levels of the organization.
- Lead monthly meetings with project teams to identify and address software development challenges.
- Review and publish the initial project schedule and post-project budget and forecast plan.
- Utilized MS Project and SharePoint sites to document and store all project tasks, milestones, and schedule
- Developed requirement traceability matrix and communication plan.
- Tracked and communicated project status to stakeholders and investors through weekly excel reports and presentations.
- Risk identification and developing change requests
- Facilitate Kick-off and team meetings and define project statement and scope following the project initiation process.
- Analyzed stakeholder feedback to determine features that will add value to the product.
- Lead translation of customer requirements into the process and use cases for the development team
- Owned, managed, developed, and prioritized product backlog of user stories through backlog refinement meetings.
- Participated in daily scrums to track progress and blockers on product development.
- Participated in Sprint Planning and Review meetings to give feedback on sprint achievement to the team.
- Managed a team of eight developers and quality assurance members.
- Worked in a fast-paced environment in parallel on 4 projects, ensuring 20% faster and better project deliveries.
- Conducted UAT to ensure implemented product features add value to end-users and increase company returns

Junior Product Manager

Dec 2018 – Mar 2020 | Bangalore, India

TechMahindra

Project: GO Transit Train Control System (GTCS)

- Established Agile-driven deliverables including incremental delivery sprints, backlog tracking, burndown metrics, acceptance criteria template, and sprint velocity measurement.
- Established an effective breakdown of epics into user stories, to attain high levels of sprint velocity within corporate constraints, and to plan and execute against sprint roadmaps.
- Attended several program increments (PI) to identify the cross-functional dependencies.
- Collaborated closely with business owners/end-users to gather high-level business requirements and translate them into user stories.
- Created user stories in JIRA, defining smaller pieces as features and functionalities that are outlined under the acceptance criteria.
- Conducted working sessions with the UI/UX team to finalize the user interface design of the application.
- Worked closely with the QA team to define test cases and carry out the testing effort.
- Conducted demos for the business partners once the product is developed and tested in lower environments (dev and QA) for feedback before pushing it to the prod environment.
- Gathered various visualizations requested by the business and ensured that the reports were developed as requested using Tableau and/or Adobe Analytics.

Software Developer

Feb 2017 – Nov 2018 | Bangalore, India

TechMahindra

Project: Mindsphere (Middleware Application)

- Responsible for developing a web application using ASP.NET MVC, HTML, and JavaScript
- Worked on modules implementing the business logic in C#
- Analyzed and optimized existing SQL queries, improving effectiveness by 20%
- Developed required visualization in different platforms (Microsoft.Net and Thingworx)

Event Planner

Jan 2015 – Jun 2016

MVJCE

- Planned events while managing all event project elements within allotted time limits.
- Organized events by choosing the best venues, catering, freelance staff, and MCs.

Customer Service Assistant

Apr 2014 – Dec 2014

MVJCE

Assisted Students via phone, answered and resolved email inquiries.
Performed filing and data-management tasks, drafted and edited short memos.

Certificates

Project Management Foundations

LinkedIn (2020)

Agile Foundations

LinkedIn (2021)

R Statistics Essential Training

LinkedIn (2021)

Skills

Project Management (Agile Methodologies)

Microsoft Office (Word, Excel & Powerpoint)

Programming Languages (C#, SQL, HTML/CSS)

Strengths (Adaptable, Time Management)

Soft Skills (Leadership, Problem Solving)

Awards

SIEMENS CODING HACKATHON

2018

SIEMENS

Participated and won the grand prize (1st place) out of 35