

ADITYA RATHORE

Project Manager / Business Analyst

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📍 NCR Region | Open to relocate | 📄 Portfolio
🕒 Availability: Immediate



EXPERIENCE

Junior Project Manager (JPM) - (role of multiple roles)

Company (JPM Lead/Asst. PM)

- 📅 2023-01 - 2023-06 | 📍 Remote
- Managed end-to-end project lifecycle for 5 major client projects.
 - Facilitated cross-functional collaboration between dev, design, and marketing teams.
 - Implemented agile project management framework, improving team productivity by 20%.
 - Conducted weekly status meetings to track progress, identify risks, and ensure timely delivery.
 - Developed project charter and scope document for Project X, ensuring clear objectives and deliverables.
 - Managed project budget, ensuring all expenses were within allocated limits.
 - Facilitated client communication, providing regular updates and addressing concerns promptly.
 - Collaborated with stakeholders to gather requirements and define project scope.
 - Implemented risk management strategy, identifying potential risks and developing mitigation plans.
 - Managed project team, assigning tasks, providing guidance, and ensuring team morale.

Research Engineer

Company (Research Scientist)

- 📅 2022-07 - 2022-12 | 📍 Hybrid
- Developed innovative machine learning algorithms for data analysis.
 - Conducted experiments and validated results using statistical methods.
 - Collaborated with cross-functional teams to integrate research findings into product development.

Systems Engineer

Company (Software Engineer)

- 📅 2021-03 - 2021-06 | 📍 On-site
- Designed and implemented scalable web applications.
 - Optimized system performance and reduced latency.

Research Analyst

Company (Data Analyst)

- 📅 2020-09 - 2020-12 | 📍 On-site
- Analyzed large datasets to identify trends and patterns.
 - Generated reports and visualizations for stakeholders.
 - Collaborated with business teams to understand requirements.

EDUCATION

Master's in Management

Company (Business School)

- 📅 2022-09 - 2022-12 | 📍 On-site

Master's Engineering

Company (Engineering University - Chennai)

- 📅 2021-09 - 2021-12 | 📍 On-site

Bachelor's Degree

Company (IIT)

- 📅 2018-09 - 2021-06 | 📍 On-site

B.Tech. Aerospace Engineering

Company (University)

- 📅 2014-09 - 2018-06 | 📍 On-site

CERTIFICATION / COURSES

- Project Management Professional (PMP) - PMI
- Agile Project Management (APM) - PMI
- Business Analysis (BA) - IIBA

SCORES

- IELTS: 7.5 (Writing: 8.0)
- TOEFL: 100 (Speaking: 26)
- GRE: 320 (Verbal: 155)
- GMAT: 750 (Quant: 40)
- AP Calculus: 5 (Score: 5)

SUMMARY

As an experienced Project Manager / Business Analyst, I have a proven track record in managing complex projects, analyzing business processes, and optimizing team performance. My skills include strategic planning, stakeholder management, and data-driven decision-making. I am passionate about driving innovation and achieving business goals through effective collaboration and leadership.

KEY ACHIEVEMENTS



Lead Project Success

Successfully managed 10+ high-priority projects, ensuring on-time delivery and budget adherence.



Resource Cost Reduction

Reduced project resource costs by 15% through strategic vendor management and efficient resource allocation.



Portfolio Expansion

Expanded company portfolio by identifying and securing new business opportunities.



AI Chatbot Implementation

Implemented AI chatbot solution, reducing customer support response time by 30%.

KEY STRENGTHS

Critical Thinking

Emotional Intelligence

Leadership

Proactive

Learn to Learn

Pressure Handling Ability

High Energy Levels

IQ > 120

Curiosity

Able to see Bigger Picture

Willingness to Handle Difficult Situations

EQ > 80

Healthy Mind & Physique

Personality Oriented

TOOLS

JIRA

EXCEL

MS OFFICE

CRM

POWER BI

ERP EXP

NETLAB

SLACK

CRMV3

STAMP

PHOTOSHOP

WIX

LANGUAGES

English

French

Hindi