

Bhagyashri Jena

Project Management Professional

Delhi,NCR

8800728612

Jenabhagyashri05@gmail.com

[LinkedIn Profile](#)

bhagyashri-jena-144b521a6

OVERVIEW

Dynamic and results-oriented Project Manager with over 3 years of experience managing IT and business development projects. Skilled in resource planning, risk mitigation, budgeting, and stakeholder communication. Proven ability to deliver projects on time and within scope while aligning outcomes with strategic goals. Adept at leading cross-functional teams, optimizing workflows, and driving high-impact initiatives through structured project methodologies.

EDUCATION

MBA – FINANCE AND MANAGEMENT

- Amity University, Noida — 2024 – Present

BACHELOR OF COMMERCE

- IIHS, Ghaziabad — 2019 – 2022

BANKING AND FINANCE

- NIIT, Delhi — 2019 – 2022

SKILLS

- Project Lifecycle Management
- Agile & Waterfall Methodologies
- Financial Risk Management
- Microsoft Office Suite (Excel, Word, PowerPoint)
- Resource Allocation
- Risk Assessment & Mitigation
- Budgeting & Cost Control

Experience

TANGENT INFOCOM PVT LTD

Project Management Officer (PMO)

(Aug 2022 – Feb 2025)

- Oversaw and managed PAN India projects, ensuring timely and successful delivery.
- Led cross-functional teams, coordinated tasks, and tracked project performance.
- Conducted planning and budgeting aligned with organizational goals.
- Implemented project management frameworks to optimize delivery.
- Maintained stakeholder communication and managed reporting.
- Delivered process improvements through workflow optimization.

PRAKHAR SOFTWARE SOLUTIONS

Project Management PROFESSIONAL

(Feb 2025 – APR 2025)

- Supported full project lifecycle from planning to execution.
- Defined project scope, timelines, and deliverables.
- Assisted in resource coordination and risk identification.
- Prepared status reports and stakeholder updates.
- Contributed to ensuring timely and quality project outcomes.