

# Utkarsh Sharma

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## SUMMARY

Business Analyst working as a **Product Owner and Project Manager** at a fast-paced US-based startup with around 4 years' experience. In 30+ Web and App Software Products, I collaborate closely with clients, not only suggesting innovative and digital transformation features but also guiding them in building their software and shaping their business strategy. I manage cross-functional teams across design, development, quality analysis, and marketing to deliver impactful, scalable digital solutions.

## SKILLS AND TECHNOLOGY

- ❖ **Core Product Management Skills:** Product lifecycle management, SDLC, STLC, Requirement Gathering & Backlog prioritization (RICE, MOSCOW, WSJF), Agile & Scrum Ceremonies, Waterfall Methods, Lean Digital Transformation Methods, Marketing Strategies (Digital + GTM), Product-market fit evaluation
- ❖ **User & Stakeholder Management:** Stakeholder communication & alignment, Cross-functional collaboration (with design, Dev, QA, marketing, sales), On Time Deliveries, Change Request Management
- ❖ **Analytical & Technical Skills:** Data-Driven Decision Making, A/B Testing and Experimentation, KPI Tracking, SQL Basics, Understanding of APIs, databases, and basic system architecture, Generative-AI, Retrieval Augmented Generation, Optical Character Recognition, Intelligent Document Processing, Image recognition.
- ❖ **Tools & Platforms:** JIRA, Trello, Advanced Excel, Postman, Figma, Balsamiq, Microsoft/Google Word, Google Spreadsheet, Understands GitHub, CI/CD
- ❖ **Certifications:** Pursuing Project Management Program, Pursuing Certified Scrum Product Owner, Pursuing ECBA

## PROJECTS

<b>SAAS Solution</b> (Proposed to UAE Ministry)	i) Stars-ai ( <a href="https://stars-ai.com/">https://stars-ai.com/</a> )  8 Application (Parents, Teachers, Kids, Security, Shop, Transportation, Nurse, Admin) 4 Web-panels (Teachers, School CRM, ERP, Master Admin ERP, CRM, Schools Marketplace)
<b>GEN AI</b>	i) YMetaconnect ( <a href="https://ymetaconnect.com/">https://ymetaconnect.com/</a> )  Gen AI ChatGPT Powered Metacognition and Self-regulation with Doctorate Tool of Review Action Reflection using <b>Prompt engineering</b> and Training  ii) Grocery Application personalized using <b>Retrieval Augmented Generation</b> with vector Database embedding to leverage dietary and body goal oriented purchase.
<b>Healthcare</b>	i) Telemedicine <a href="https://telimed.health/">https://telimed.health/</a> (Patients and Practitioners can virtually meet and book paid appointments to consult about their disease with the right specialist)  ii) Vistrit (Secure Progressive Web App (PWA) for patients to digitize prescriptions via OCR/IDP, track medication schedules, and enable doctors to view health history for informed consultations).
<b>Banking Financial and Insurance Services</b>	i) WapeeE-wallet App (Used for banking, loan, credit, debit, merchant, normal user payment, Fund Transfer)  ii) Financial and Insurance ( <a href="https://ambrela.money/">https://ambrela.money/</a> )
<b>Social &amp; Lifestyle:</b>	i) Macchacommunity ( <a href="https://macchacommunity.com/">https://macchacommunity.com/</a> )  An East and south east Asian community app for B2B and B2C users to organize events, do Networking, discussion, share posts and stories with video streaming and Go-Live features, chat, audio, video calls  ii) Zenzephyr ( <a href="https://zenzephyrprofessionaldating.net/">https://zenzephyrprofessionaldating.net/</a> , <a href="https://professionaldating.net/">https://professionaldating.net/</a> ) Dating app and web
<b>PropTech</b>	i) Calorezo ( <a href="https://calorezo.fr/">https://calorezo.fr/</a> , <a href="https://calorezo.io/en">https://calorezo.io/en</a> ) Facilitated coordination between advisor, company, and property owner for a France government-subsidized, carbon emission–reduction renovation project using an <b>ESCROW-based funding system</b> .  ii) Osenhorio (An app for a marketplace rental system enabling tenants to find properties and manage rent and auxiliary payments through integrated Escrow and accounting solutions.
<b>Commerce &amp; Retail</b>	i) Wowsquare ( <a href="https://wowsquare.com/">https://wowsquare.com/</a> ) B2C and B2B Product selling and business's physical Aads marketing service  ii) Shareheart ( <a href="https://shareheart.com/">https://shareheart.com/</a> ) Privileged story sharing and customize Tshirts, Caps, Bands ordering
<b>Mobility &amp; On-Demand Services</b>	i) Stuardly ( <a href="https://stuardly.com/">https://stuardly.com/</a> ) Peer to Peer Marketplace for Servicemen and Customer for multiple on demand services
<b>Travel &amp; Hospitality</b>	i) Tourlast ( <a href="https://tourlast.com/">https://tourlast.com/</a> ) Hotel, Apartment, Flight Booking with agent and customer space
<b>Parental Control</b>	i) Gleam Modern Parental Control product with Parents and Students App to restrict screen time, monitor activities and online, offline lifestyle and curriculum learning challenges using several accessibility device permissions
<b>AR Interior Designing</b>	AR Room scanning and AI interior designing combination suggestions as per existing items or suggest new items trained on a constrained Database to search the vendors who have the items as per suggested view of AI

## EXPERIENCE

11/2022 - Present

Jaipur, Rajasthan,  
India

### Business Analyst

#### JPLoft Solutions



- ❖ Led requirement gathering, competitive analysis, and feature prioritization using **MoSCoW, RICE, and WSJF** frameworks, reducing feature rework by 30% and aligning client needs with business goals.
- ❖ Planned and executed 25+ projects using **Agile (Product Backlog, Sprint Planning), Waterfall (Milestones)**, collaborating with cross-functional teams of **UI/UX Design, Frontend Backend Development, Quality Analysis, Deployment** across SDLC and STLC, **achieving a 95% on-time delivery rate**.
- ❖ Monitored daily progress through standups and project tracking tools (JIRA, Confluence, Trello, Basecamp), managing up to 5–8 projects concurrently and generating ~\$30,000 in monthly revenue.
- ❖ Selected robust technology stacks and third-party APIs, ensuring scalable architecture and 100% GDPR compliance across all delivered solutions.
- ❖ Supported clients' business growth by designing and executing pre-launch and post-launch marketing strategies (SEO, ASO, PPC, SMM), **increasing product launch success rates by 25%**.
- ❖ Proactively managed change requests and risk mitigation, maintaining high stakeholder satisfaction and ensuring project stability across multiple fast-paced deliveries.

07/2022- 11/2022

Jaipur, Rajasthan,  
India

### Business Analyst

#### Coherent Lab



- ❖ Drafted and maintained key project documents (SOW, BRD, FRD, SRS, SLA, NDA, UI/UX flow), ensuring **100% alignment with client expectations**, reducing project ambiguity by **20%**.
- ❖ Gathered and analyzed client requirements through meetings, leading to **30% faster requirement turnaround** and more efficient project execution.
- ❖ Created wireframes and UI prototypes with **Balsamiq**, reducing client feedback cycles by **90%** during the design phase.
- ❖ Managed cross-functional teams (UI/UX, development, QA) using **Agile** methods (Trello, JIRA), improving **project efficiency by 15%** and ensuring on-time deliveries.
- ❖ Led **pre-sales activities** on platforms like **Upwork**

02/2022- 06/2022

Jaipur, Rajasthan,  
India

### Consultant

#### NIMS University



- ❖ Provided personalized career counseling to UG, PG, and PhD students, helping them select the right courses based on their interests, knowledge, and career goals.
- ❖ Assessed students' aspirations and mapped out potential career advancements, ensuring alignment with industry trends and future opportunities.
- ❖ Acted as a consultative advisor, guiding students through decision-making, similar to offering tailored solutions to clients in a business context.
- ❖ Successfully attracted quality admissions by leveraging strategic counseling and aligning prospective students' goals with suitable academic paths.

10/2021- 01/2022

Noida, UP, India

### Business Development Associate

#### BYJU'S



- ❖ Advised students by aligning their interests with trending technologies, driving higher course enrollments and engagement.
- ❖ Conducted market and user behavior analysis to enhance product relevance, improve conversion rates, and support business growth and revenue generation.
- ❖ Boosted revenue through strategic upselling of additional courses tailored to individual goals, increasing retention and satisfaction.

## EDUCATION

### Bachelor of Technology in Electrical Engineering (2017-21)

#### Swami Keshvanand Institute of Technology, Management & Gramothan (SKIT)

- ❖ Secured 69.91% in aggregate.
- ❖ Presented a paper on Shielding of Big Data in International Conference on Engineering Optimizations and Data Science
- ❖ Smart Automated and Connected Highway Engineering Technologies

#### Class-XII (CBSE): 2015-16

##### KV ONGC Mahesana, Guj.

- ❖ Secured 79.8%
- ❖ Secured 81% in PCM.

#### Class-X (CBSE): 2013-14

##### St. Peter's Sr. Sec. School, Bharatpur, Raj.KV

Secured 9.0 CGPA (85.5%)