

# Sourabh Kumar Dubey

Project Manager/Business Analyst

68, Karoli Nager  
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## EXPERIENCE

### **Jeronone Technologies Pvt. Ltd, Mohali — Project Manager**

March 2023 - Present

- Collaborated with sales and technical teams during pre-sales to define project scope, goals, and deliverables; developed comprehensive project plans outlining resource requirements for successful execution
- Optimized allocation of personnel, equipment, and budget across departments to maximize productivity and ensure timely, cost-effective project delivery
- Developed and managed detailed project schedules with key milestones; tracked progress and proactively adjusted plans to ensure on-schedule delivery across the project lifecycle
- Facilitated clear communication among cross-functional teams, clients, and stakeholders, fostering alignment and transparency throughout pre-sales planning, project execution, and post-launch phases
- Ensured all project deliverables met rigorous quality standards and stakeholder requirements by implementing structured review and validation processes
- Engaged key stakeholders to gather requirements, address concerns, and manage expectations across all project phases—from pre-sales planning through post-launch support—ensuring alignment and client satisfaction
- Led cross-functional project teams throughout the project lifecycle, providing mentorship and fostering collaboration to achieve project objectives and deliverables on schedule

### **IT-Geeks, Dewas — Project Manager**

August 2020 - March 2023

- Defined clear project scopes and objectives by engaging cross-functional stakeholders and ensuring alignment with technical feasibility and business goals
- Led multiple projects using industry best practices, ensuring consistent delivery of high-quality outcomes across the project lifecycle
- Developed and maintained detailed project plans, including timelines, deliverables, and risk mitigation strategies, to effectively track and manage progress
- Achieved successful project completions by meeting all critical deadlines and aligning outputs with stakeholder expectations

## SKILLS

Communication

Leadership

Project Management

Requirements Gathering

Business Analysis

### **Additional Roles and responsibilities**

Training of new Project Coordinators.

Additional knowledge of SEO and tools associated

Part of recruitment drives for the organization

### **Hobbies**

Traveling, Binge watching

### **Tools**

Jira, Monday.com,  
Trello, Asana,  
ClickUp, Slack

- Utilized a range of project management tools (e.g., JIRA, Trello, MS Project, Asana) to streamline workflows, monitor milestones, and improve team collaboration
- Created and maintained comprehensive project documentation, including requirement specifications, progress reports, and post-implementation reviews to support transparency and knowledge transfer

## **AnG India Pvt. Ltd, Noida — Graduate trainee Engineer**

July 2019 - December 2019

- Providing technical support to the on ground product maintenance team.
- Programming DBRs of online surveillance devices.
- Monitoring complete security surveillance of multiple small finance banks.

## **EDUCATION**

### **Mahakal Institute of Technologies, Ujjain — BE-IT**

July 2015 - July 2019

Completed my engineering degree with 6.8 CGPA.

### **Ebenezer Senior Secondary School, Dewas — 12th PCM**

April 2013 - May 2015

Completed my senior secondary qualification with 61%

### **Ebenezer Higher Secondary School, Dewas — 10th**

April 2013

Completed my Higher Secondary qualification with 7.2 CGPA

## **Personal Information**

Father's Name: Dharmendra Dubey

Mother's Name: Poonam Dubey

Marital Status: Married

Temporary Address: 434, Sector 78, Mohali, Punjab

Permanent Address: 68, Karoli Nagar, Dewas M.P.

## **Deceleration**

Dedicated and results-driven IT Project Manager with more than 5 years of experience leading cross-functional teams to deliver high-quality IT solutions. Proven track record of successfully managing project scope, budget, and timeline to achieve project goals. Skilled in stakeholder management, risk assessment, and quality assurance. Seeking to leverage strong leadership and technical expertise to drive successful IT projects

Sourabh Kumar Dubey

