

# RAHUL AGARWAL

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## SUMMARY

Accomplished Senior Executive (Project Manager) at HCLTech, adept in Agile and Waterfall methodologies. Proven expertise in stakeholder management, risk mitigation, and cross-functional collaboration. Led projects with a 100% pass rate, optimizing service levels through strategic resource allocation.

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## EXPERIENCE

### Senior Executive (Project Manager), 07/2021 - Current

#### HCLTech

HCL Technologies serves as a technology partner to Leo Pharma, a global pharmaceutical company specializing in dermatology and critical care.

- Act as the primary point of contact for the delivery team, leading internal communications, and meetings.
- Define and monitor project scope, approach, assumptions, dependencies, risks, and budget.
- Create the Statement of Work. Prepared cost estimates for projects of varying sizes.
- Coordinated resources across multiple departments and teams, as needed, for the successful completion of projects, and enhanced service levels.
- Oversee approved projects through their lifecycle, including change requests, issue management, risk mitigation, and status reporting.
- Ensure the completion of all project toll gates with a 100% pass rate, and conduct thorough system testing before sign-off.

### Project Management Trainee, 07/2021 - 07/2022

#### HCLTech - NOIDA, IN

- Defined project roles, deliverables, and timelines in collaboration with stakeholders.
  - Ensured high-quality project deliverables, consistently meeting client expectations.
  - Prepared and delivered project status presentations for stakeholders.
  - Managed budgets, progress reports, and cost tracking to ensure financial control.
  - Worked closely with teams to achieve project objectives and deadlines.
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## ADDITIONAL PROJECTS

- Internship at AU Small Finance Bank in Training and Learning Department.
- Worked on a Project "Efficiency Performance of PSU vs Private Banks" taking Axis Bank as center.
- Volunteered with Make a Difference (MAD) NGOs to support community initiatives.



## CONTACT

**Address:** NOIDA India

**Phone:** +91 9829781936

**Email:** rahulagarwal5998@gmail.com

**WWW:** [Bold Profile](#)

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## EDUCATION

**MBA, Finance & Marketing, 01/2021**  
**Jaipuria Institute of Management -**  
Indore

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## SKILLS

- Project Management
  - Scope Management
  - Risk and Issue Identification
  - Agile and Waterfall Methodology
  - Cross-functional collaboration
  - Stakeholder Management
  - Client and customer relationship management
  - Project Documentation and Review
  - ServiceNow Tool
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## CERTIFICATIONS

- Certified SCRUM Master