

Gunjan Singh

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SUMMARY

PMP® and CSM® certified Project Manager with 5+ years of experience driving Agile delivery across digital and data- driven initiatives. Proven track record owning end-to-end execution from planning through release while balancing scope, timelines, cost, and quality to ensure predictable outcomes. Experienced in managing change, improving release readiness, and enabling cross-functional teams to deliver in fast-paced environments. Combines delivery governance with data-driven insights to enable informed decisions and proactive risk management.

EXPERIENCE

Atrina Technologies Pvt. Ltd., Project Manager

Jan 2024 - Present

- Owned end-to-end delivery of digital initiatives by defining delivery milestones, tracking timelines, and aligning execution with budget expectations, improved schedule adherence by 26%
- Led requirement gathering and created BRDs to translate business needs into actionable project scope and execution plans
- Governed cross-functional execution across Engineering, QA, Design, and CX teams, enabling seamless deployments across Dev, UAT, and Production environments and reducing release delays by 18%
- Manage and prioritize the product backlog in collaboration with product owners and stakeholders, ensuring well-defined epics, user stories, and acceptance criteria aligned with business priorities.
- Maintain RAID logs and proactively manage risks, dependencies, and scope changes to ensure delivery stability and transparent communication with stakeholders.
- Defined and tracked epics, user stories, bugs, test plans, release plans, and delivery tasks in Azure DevOps to maintain sprint and release alignment.
- Developed AI-assisted enterprise delivery dashboards (Ops360) to centralize portfolio tracking, improve capacity visibility, and support decision-making, increasing adoption from 30% to 75%

Tata Consultancy Services, Associate Project Manager

Jul 2021 – Jan 2024

- Coordinated delivery of data and reporting initiatives by managing incoming client requests, prioritizing tasks, and ensuring alignment with delivery timelines and SLAs.
- Developed and maintained Power BI dashboards and reporting solutions, enabling stakeholders to monitor key business metrics and operational performance.
- Managed 20+ recurring client data and reporting requests, ensuring timely dataset availability for business decision-making and operational reporting.
- Identified and tracked delivery risks, data quality issues, and operational blockers; proactively drove resolution, reducing downtime by 40%.
- Contributed to maintaining data pipeline stability for a high-traffic business system that supported a peak single-day sales achievement of ₹131 Cr

EDUCATION

Bachelor's of Computer Engineering | University of Mumbai
Diploma in Computer Engineering | Thakur Polytechnic

Jul 2018 – May 2021
Jun 2015 – May 2018

SKILLS & CERTIFICATIONS

SKILLS:

Project Life-cycle Management | Agile & Scrum Delivery | Sprint Planning | Milestone Planning | Backlog Prioritization | Stakeholder Management | Timeline Management | Change Management | Risk Management (RAID) | Cross-functional Coordination | Escalation Handling | Data Analysis | Release Management

TOOLS:

Jira | Power BI | MS Project | Azure DevOps | Confluence | Advanced Excel | SQL | Python | ClickUp | Monday.com | Notion | Whimsical | Trello | Asana

CERTIFICATIONS:

- Project Management Professional® (PMP®)
- Certified Scrum Master (CSM®)
- Google Project Management – Coursera
- Microsoft Power BI – PL-300