



# Prachi Agrawal

## Product/Program Manager

Results-driven Product Manager/Program Manager with 10 years of experience in successfully delivering complex projects in cross-functional environments. Expertise in agile methodologies, product development lifecycle, and team leadership. Proven track record of managing stakeholder relationships, ensuring on-time and within-budget project delivery

## Contact

### Phone

[7000438532](tel:7000438532)

### Email

[prachiagr2609@gmail.com](mailto:prachiagr2609@gmail.com)

### LinkedIn

[prachiagr2609](https://www.linkedin.com/in/prachiagr2609)

## Expertise

- Project Management (Agile, Scrum, Waterfall)
- Software Development Lifecycle (SDLC)
- Stakeholder Management
- Risk Management
- Budgeting and Resource Allocation
- Team Leadership and Collaboration
- Communication and Presentation Skills
- Agile Ceremonies (Daily Stand-up, Sprint Planning, Retrospectives)

## Certifications

- **Certified Scrum Product Owner**

## Experience

### June 2019 - Present

Teamlease Services Limited | Bengaluru

#### Technical Program Manager

- Developed comprehensive product roadmaps for a SaaS product, encompassing Web, Android, and iOS platforms.
- Ensuring alignment of product vision, strategy, and status with the leadership team's priorities and vision as well as the team's stakeholders.
- Working closely with cross-functional teams, including development, design, testing, marketing, and sales, to ensure successful project delivery
- Expert at working in the agile environment (e.g. user stories, iterative development, scrum teams, sprints, personas).
- Simplified employee onboarding through 3rd party API integration, significantly enhancing user experience from 4% to 9%.
- Facilitate release planning, sprint planning, and demos with stakeholders and continuous improvement across the product life cycle
- Understanding of other delivery models and common SDLC processes

### Dec 2017 - Mar 2019

EngineerBabu IT Services Pvt Ltd | Indore

#### Project Coordinator and Business Analyst

- Meet with stakeholders or leadership to take details and the specific requirements of each project.
- Responsible for Project management - Estimate tasks, Papered Timeline, checked project/product status, wire framing designs, resource allocation, and resource utilization.
- Track project performance, specifically to analyze the successful completion of short and long-term goals.
- Monitoring project development process and providing daily updates to the client.
- Taking approval for changes from the stakeholders and customers.

### Jan 2017 - Dec 2017

YoungDecade IT Solutions Pvt. Ltd | Indore

#### Project Coordinator and Business Analyst

- Clarified client requirements, business needs, and project objectives via Business Developer, Client Feedback, or by client requirement call.
- Strategize project scoping and specifications documents, to communicate the project roadmap.
- Making the SRS, Created Prototype (Marvel App, Mockups, Invision App)
- Coordinated with the whole team of the projects to meet deadlines and client demand.
- Provided situational leadership to motivate individuals
- Met with all developers and project stakeholders to lead a kick-off meeting. Defined and introduced the project, team members 'roles, and key deliverables

# Professional Skills

- Business Skills: FRD, Wireframes, User stories, Use-cases
- Methodologies: Agile/Scrum, Waterfall
- Worked on: Jira, Confluence, Mural, Miro, Basecamp, Asana, Trello
- Applications: MS Office
- Tools: Marvel App, Balsamiq, Pencil, Bugzilla, Mock-Ups, Invision, Manttis, Slack
- Communication Mode: Microsoft Teams, G-Meet, Skype, Zoom, Webex

## Achievements

- **Exceptional performer Award Q4 -F Y2023**
- **Spot Award - FY2023**
- **Exceptional Performer award for Q 1 - FY22**
- **WOW Creator Award - FY20**
- **Received Appreciation from the customer**
- **Awarded with the incentive amounts**

**Jun 2016 - Oct 2016**

Exceptionaire Technologies | Pune

### Business Analyst

- Defining scope business areas.
- Organizing, specifying, and modeling the requirements, often through conversations with clients.
- Performed the user acceptance testing immediately after each build.
- Make sure to approve the documents by the clients and will ensure to meet essential quality standards.
- Leading the planning and monitoring of the project undergoing development.
- Communicated process changes, enhancements, and modifications to the team.
- Documenting questions and responses from customer interviews.
- Ensuring issues get identified, tracked, reported on, and resolved in a timely manner.

**Feb 2015 - May 2016**

Quest Global Technologies. | Indore

### Project Coordinator

**Mar 2014-Jan 2015**

EngineerBabu IT Services Pvt Ltd | Indore,

### Business Development Manager (IT Lead)

## Education

### LBSIET JABALPUR, RGPV UNIVERSITY

- B.E. in Electronics & Communication Engineering, 83.45%
- All over topper in the 3rd year of College.
- Event Coordinator in the college fest

### MAHARISHI VIDYA MANDIR, JABALPUR

- 12th CBSE – 63.20%
- 10th CBSE – 58.00%