

Mayank Agarwal

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PROJECT MANAGER

Agile and Waterfall Methodologies | Client Management | Project Execution

Reliable, energetic and resourceful Project manager professional with over 6 years of professional experience, I have successfully taken on various roles that required me to think from multiple perspectives, driving value for clients. My career spans both MNCs and startups, which has enabled me to become highly adaptable and agile.

SKILLS

Technical Skills :

Agile & Scrum Methodologies, Risk Management, Budgeting & Financial Planning, SDLC, Resource Management, Technical Understanding, Stakeholder Management, Contract & Vendor Management, Change Management, Quality Assurance & Control, Gantt Charts & Roadmaps.

Soft Skills :

Leadership, Communication Skills, Problem Solving, Decision Making, Collaboration & Teamwork, Time Management, Adaptability, Emotional Intelligence, Conflict Resolution, Strategic Thinking, Negotiation, Attention to Detail, Client Management, Delegation.

Tools :

- JIRA, Trello, Asana, ClickUp, Microsoft Project, Confluence, MS Project, Notion.
- Shopify, WordPress.
- Basic (SQL, C, C++, JAVA, HTML, CSS).
- Whimsical, InVision, Visio, Balsamiq, Figma, Adobe Suite.
- Slack, Microsoft Teams, Zoom, Google Workspace, Skype, Microsoft Suite, Google Suite.
- Hotjar, Google Analytics.

WORK EXPERIENCE

Codewave Technologies - Bengaluru, KA

08/2022 - Present

Project Manager

- Led key projects, including a customer complaint solution delivered 3 weeks early, cutting development costs by 25%, and generating \$350K in additional sales through technology integration.
- Managed cross-functional teams of 25+ members, implemented Agile, Scrum, and Waterfall methodologies, achieving an 85% improvement in on-time delivery and a 92% stakeholder satisfaction rate. Maintain financial accounts by processing customer adjustments timely and professionally.
- Oversaw budgets ranging from \$50K to \$400K, utilising risk mitigation and cost tracking, boosting stakeholder confidence by 94%.
- Launched a mentorship program and coached interns; took a brief career break (Nov 2023 - Jan 2024) to start a business, gaining valuable insights into startup operations.

Codewave Technologies - Bengaluru, KA

05/2020 - 07/2022

UX/UI Designer

- Developed comprehensive style guides, influencing business strategy and increasing customer recognition by 40%.
- Enhanced website design with infographics and data visualisations, leading to a 35% boost in visitor engagement and a 30% rise in subscription rates.
- Streamlined navigation systems and implemented feedback-driven design methodologies, reducing user inquiries by 25% and improving software usability by 37%.

Meltwater - Bengaluru, KA

03/2018 - 02/2020

Data Support Associate

- Delivered product demos and training, improving client product utilisation.
- Prepared reports on compliance activities and performance metrics for internal and external stakeholders.
- Collaborated with onshore teams and clients on managed service projects, ensuring smooth execution.

EDUCATION

AMC Engineering College - Bengaluru, KA

08/2013 - 08/2017

Bachelor of Engineering in Electronics and Communication.

AWARDS AND HONORS

Culture Champ Award: Top 1% at Codewave Technologies for fostering a positive work culture as Project Manager.

Self-Management Team Award: Led 20+ member teams for [Simcorner](#) and [Mintmoves](#), delivering projects with performance ratings of 92% and 94%.

Giver Award & MVP: Recognised for high-value contributions and strong client relationships, promoting organisational impact.

Competitive Achievements: Represented India in international Dota 2 tournaments, ranked #2 in Southeast Asia. Coached from 2022-2024 after 12,000+ games and multiple top finishes.

CERTIFICATIONS

- [Certified ScrumMaster \(CSM\)](#) and [Certified Scrum Product Owner \(CSPO\)](#) from Scrum Alliance.
- [Project Management: Theory and Practice](#), from IIT Delhi.
- [Product Management](#), from Airtribe.
- [Foundations of Project Management](#), from Google

LANGUAGES

- English, Hindi, Kannada.