

Aditya Gupta

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Results-driven and proactive **Project Manager** with 2+ years of experience leading **cross-functional projects, business process optimization, and digital transformation initiatives**. Adept at **translating business requirements into actionable deliverables**, creating **insightful reports and dashboards**, and ensuring alignment with **organizational goals**. Skilled in **project planning, risk mitigation, stakeholder collaboration, and process improvement**, with a strong ability to manage **multiple projects, dependencies, and timelines** effectively. Looking to leverage expertise in **project management methodologies, Agile frameworks, and reporting tools** to drive project success and **business growth**.

Core Competencies

- IT Project Coordination & Execution
- Cross-Functional Project Management & Execution
- Business Requirements Gathering & Stakeholder Management
- Strategic Project Planning & Timeline Management
- Risk Identification, Mitigation & Resolution
- Reports & Dashboards (Power BI, Excel, JIRA)
- Agile, Waterfall & Hybrid Project Management
- Leadership & Team Coordination
- Process Improvement & Best Practices

Certifications

- Business Intelligence using Power BI (Skill Nation)
- Data Analytics Essentials course (CISCO Networking Academy)
- Data Visualization with Power BI (Great Learning)
- Completed course with certification in Effective Problem Solving & Decision- Making

EXPERIENCE

Executive – Project Manager (Digitalization)

Nov 2024 - Present

Daimler India Commercial Vehicle (GGS), Chennai

- Led **cross-functional teams in high-impact digital transformation projects**, ensuring alignment with **company objectives and business needs**.
- Developed and executed **strategic project plans, roadmaps, and milestones** to ensure timely and successful delivery.
- Collaborated with **stakeholders, clients, and senior leadership** to define project goals, establish accountability, and drive results.
- Created and maintained **interactive reports and dashboards (Power BI, Excel, JIRA)** to track **KPIs, risks, and project progress**.
- Identified **project risks, dependencies, and roadblocks**, implementing **mitigation strategies** to ensure **business continuity**.
- Led and facilitated **Scrum meetings, Sprint Planning, and Retrospectives**, ensuring **effective communication and Agile execution**.
- Ensured **compliance with project management methodologies, governance frameworks, and industry best practices**.
- Spearheaded **process automation** to enhance project efficiency, reducing manual efforts by 30%.

Executive – PMO (Digitalization)

Jun 2023 – Nov 2024

Daimler India Commercial Vehicle (Lead HR), Chennai

- Successfully executed **3+ large-scale digital projects**, achieving **100% on-time & within-budget delivery**.
- Developed and managed project plans, reports, and dashboards using Power BI and Excel.
- Led multiple projects simultaneously while ensuring timely and high-quality deliverables.
- Mapped business requirements to stakeholder accountability with clear timelines.

- Spearheaded process improvements to optimize project execution and efficiency.
- Proactively managed risks, tracked issues, and ensured compliance with governance frameworks.
- Worked closely with leadership to prioritize resources and align with project goals.

Achievements & Projects

1. MITRA Tracking System – Enhanced Tracking & reporting efficiency
2. FUSO Ascent- Digital Transformation initiative for workflow optimization & improve reporting, automated.
3. EBOM Analysis Tool- Reduced manual work & improve BOM analysis process
4. BB Ascent Helpdesk

GAT (Digitalization)

Jun 2022 – May 2023

Daimler India Commercial Vehicle, Chennai

- Supported end-to-end project coordination and requirement gathering.
- Developed real-time tracking dashboards for enhanced project visibility and reporting.
- Led stakeholder communication and ensured project alignment with business objectives.

Product Design/Management

Jul 2021 – May 2022

Freelance, Jaipur

- Designed products and conducted feasibility studies using DS SOLIDWORKS and Siemens NX-CAD.
- Managed client communications and project timelines for product design projects.
- Conducted feasibility studies and collaborated on workflow optimization.

EDUCATION

Bachelor of Technology (B.Tech.) - Mechanical Engineering

Jun 2017 - Jun 2021

JK Lakshmipat University, Jaipur- 6.61CGPA

Achievements

- Successfully delivered projects like the MITRA Tracking System, FUSO Ascent, and EBOM Analysis Tool, driving operational efficiency.
- Improved manual processing times by redesigning workflows, leading to faster turnaround times.
- Recognized for managing end-to-end project cycles while ensuring stakeholder satisfaction.
- Winner in Bridge Design Competition in Sabrang- 2018 National level Tech- Management Fest held at JK Lakshmipat University
- Represented School in CBSE Cluster & District level in Basketball Tournaments.

Technical Skills & Tools

- **Project Management:** MS Project, JIRA, Confluence
- **Data Analytics & Reporting:** Power BI, Excel, Python
- **Collaboration & Communication:** MS Office, Visio, Teams