

Aniket Kulkarni

PMP, CSM, Prince2, ITIL

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Profile

Project Manager with over 8+ years of experience leading cross-functional teams through the full project lifecycle, from requirement gathering to delivery. Skilled in Agile methodologies, SDLC coordination, and stakeholder management, with a track record of improving reporting efficiency by 25% and streamlining workflows. Certified PMP and ScrumMaster, adept at developing comprehensive project documentation and ensuring on-time, on-budget delivery of complex digital solutions.

Education

Harrisburg University of Science and Technology

Jan 2024 - Present

Master of Science, Project Management

DY Patil University

Jan 2024 - Dec 2024

Executive-MBA, Operations

• **Achievements:** First Class

Karnataka University, Dharwad

B.Com, Finance and Commerce

Accomplishments

- Improved project reporting efficiency by 25% through streamlined dashboarding and meeting preparation processes ensuring faster decision-making.
- Successfully coordinated cross-functional Agile teams to deliver software releases on time and within budget, improving stakeholder satisfaction.
- Migrated critical Order-to-Cash and fulfillment operations, ensuring seamless business continuity and optimized delivery performance.
- Built and led high-performing teams by recruiting, onboarding, and training new hires, enabling accelerated ramp-up and improved operational efficiency.
- Identified workflow inefficiencies and implemented corrective processes that reduced bottlenecks and increased productivity across multiple operational teams.
- Enhanced quality compliance by standardizing procedures and reducing overdue activities through refined operational controls.
- Strengthened customer and supplier relationships through seamless communication, leading to improved account retention and timely fulfillment.
- Directed web development and digital marketing initiatives by defining measurable deliverables that aligned with client objectives.
- Designed and delivered training documentation that streamlined onboarding and accelerated knowledge transfer for new client engagements.
- Leveraged documentation, RAID logs, and governance frameworks to proactively mitigate project risks, ensuring executive visibility and compliance throughout the SDLC.

CORE HIGHLIGHTS

- Modernization & Technology Transformation
- Network & Cybersecurity Upgrades
- ERP Upgrade Programs
- AML & Regulatory Compliance
- Multi-Site Technology Rollouts (2,000+ Locations)
- Agile (Scrum) & SDLC Delivery
- Cross-Functional Leadership & Vendor Management
- Risk, Change & Compliance Controls
- Order to Cash migration expert
- Sales Operations

TOOLS & TECHNOLOGIES

• Jira • MS Project • Confluence • Salesforce • Power BI • ERP & O2C Systems • Networking & Monitoring Platforms

Professional Experience

eGrove Systems Corporation

Project Manager

Feb 2025 - Present

New Jersey, USA

- Leveraged PMP certification and Microsoft Project to coordinate cross-functional teams and internal stakeholders, ensuring timely project delivery within scope and budget.
- Streamlined meeting preparation processes, improving project reporting efficiency by 25%.
- Prepared comprehensive internal and client-facing reports to support data-driven decisions for executive stakeholders.
- Coordinated and monitored end-to-end project activities across the software development lifecycle (SDLC) in alignment with business goals and timelines
- Facilitated Agile/Scrum ceremonies including sprint planning, daily stand-ups, backlog grooming, reviews, and retrospectives.
- Collaborated with cross-functional teams, including developers, QA testers, product owners, and external vendors, to ensure timely delivery of milestones.
- Acted as a liaison between business stakeholders and technical teams to clarify requirements, resolve blockers, and manage expectations.
- Tracked project progress, risk items, and changes using RAID logs and communicated updates through weekly status reports and dashboards.
- Assisted in preparing RFPs, project charters, SOWs, and documentation throughout the project lifecycle.
- Ensured compliance with IT governance, change control, and audit requirements by maintaining accurate documentation and approval workflows.
- Managed access provisioning, onboarding/offboarding, and tool configuration for project teams across enterprise platforms (Jira, Confluence, Salesforce, etc.).
- Directed web development, online advertising, and email marketing initiatives by defining deliverables, timelines, and success metrics to meet client objectives.

Acumera Rigel India Private Limited

Associate Director 6 Order Fulfillment and Project Coordination

Jun 2022 - Jan 2024

Bengaluru, India

- Scoped and documented project requirements to align with business objectives.
- Led teams in order management, fulfillment, and project coordination to ensure seamless operations.
- Developed detailed project plans, including activity sequences, milestones, resource allocation, and timelines.
- Facilitated team meetings, driving discussions to address challenges and track progress.
- Created and managed project documentation, such as schedules and status reports, adhering to site objectives and deadlines.
- Established new contracts in the accounting system and ensured accurate terms for payments.
- Identified and implemented process improvements to optimize efficiency and reduce bottlenecks.
- Delivered timely updates to project stakeholders and resolved issues promptly to prevent recurrence.
- Provided onboarding support for new client engagements, ensuring a smooth transition.
- Addressed customer and vendor inquiries, ensuring clear communication and swift resolution.
- Analyzed business processes to identify gaps and recommended formalized workflows.
- Collaborated with supply chain teams to address customer requirements and maintain quality standards.
- Implemented a system lifecycle methodology to deliver high-quality systems that exceeded customer expectations.
- Defined team priorities, monitored schedules, and evaluated performance to achieve departmental goals.
- Streamlined quality programs to enhance compliance and reduce overdue activities.
- Coordinated with deployment engineers and customers on Agile-aligned projects, managing activities like backlog grooming, scrums, and retrospectives.
- Ensured order accuracy by reviewing terms, conditions, and fulfillment processes.
- Partnered with cross-functional teams to improve order flow and meet key processing metrics.

Acumera Rigel India Private Limited

Senior Manager - Order Fulfillment and Project Coordination

Mar 2017 - Jun 2022

Bengaluru, India

- Migrated the Order-to-Cash (O2C) and fulfillment processes from the US to India, ensuring seamless transition and operations.
- Recruited and trained teams, equipping them with process knowledge and tools for optimal performance.
- Identified inefficiencies in workflows and implemented corrective actions to enhance operational effectiveness.
- Oversaw end-to-end order lifecycle management, ensuring accuracy and timely execution.
- Strengthened customer and supplier relationships through effective account management strategies.
- Streamlined onboarding by designing and delivering comprehensive training and documentation for new hires.
- Fostered clear communication among employees, suppliers, and stakeholders to align goals and drive collaboration.
- Established and refined operational policies, standards, and procedures to improve efficiency.
- Analyzed reports and data to plan and optimize departmental activities.
- Set productivity benchmarks across departments to boost performance and revenue growth.
- Motivated and guided teams to enhance productivity and morale.

Aspect Technology Center India Pvt Ltd

Team Lead

Bengaluru, India

- Oversaw the successful transition of the Order Management and Renewal process from Boston to Bengaluru, establishing and training a new team.
- Implemented and maintained renewal service contracts in ERP systems.
- Assessed team skills, provided targeted training, and mentored staff to improve performance.
- Facilitated strategic discussions with account executives and customers to address product and service requirements.
- Analyzed customer needs, resolved obstacles, and ensured on-time renewal closures by leveraging strong account management expertise.
- Ensured operational compliance with legal regulations and organizational standards.
- Reviewed orders for accuracy and alignment with customer requirements, minimizing errors and omissions.
- Prepared invoices and shipping documentation for accurate billing and order fulfillment.
- Processed and tracked customer orders using system updates to maintain accurate records.
- Coordinated with cross-functional teams to implement supply chain technologies and monitor global shipments.
- Conducted monthly planning meetings and workshops to drive business strategies and outcomes.
- Verified inventory availability and selected appropriate products for order fulfillment.
- Communicated effectively with customers to confirm order details and resolve inquiries promptly.
- Collaborated with supervisors and peers to maintain accurate inventory records and ensure timely order completion.

Akamai Technologies Inc.

Sales Analyst II

Bengaluru, India

- Collaborated with the sales team to review and refine RFPs.
- Developed and managed order forms and SOWs aligned with RFP and RFQ requirements.
- Participated in project meetings, providing cost analysis and actionable insights.
- Ensured compliance with standards, policies, and regulatory guidelines to maintain a safe and efficient work environment.
- Analyzed and organized data, identified discrepancies, and created models to support decision-making.
- Delivered accurate cost estimates by defining project scope, timelines, risks, and constraints.
- Supported management with comprehensive estimates for planning, scheduling, and resource allocation.
- Partnered with project managers and contractors to gather essential details for precise cost evaluations.
- Assessed subcontractor bids to secure optimal value for projects.

Thomson Reuters

Sales Order Management Specialist

Bengaluru, India

- Ensured accuracy in orders by identifying and resolving discrepancies to reduce shipment errors.
- Managed financial and media download orders efficiently for Reuters clients.
- Adhered to company policies and procedures to maintain high work standards.
- Addressed customer inquiries and escalated relevant information to supervisors promptly.

UNISYS Global Services

Sales Support Analyst

Bengaluru, India

- Supported customers by addressing inventory and shipping-related queries.
- Delivered prompt and effective resolutions to meet customer needs and enhance satisfaction.

Core Competencies

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- **Project Management:** Project Management, PMP Certification, Project Coordination, Contract Management, Strategic Planning, Workflow Optimization
 - **Methodologies & Tools:** Agile Methodologies, Certified ScrumMaster (CSM), ITIL v4 Certified, Microsoft Project, Power BI and other reporting tools, Process Improvement
 - **Digital Marketing & Web:** Web Development, Online Advertising, Email Marketing
 - **Professional Skills:** Team Leadership, Team Motivation, Stakeholder Collaboration, Cross-Functional Teams, Verbal Skills, Customer Engagement

Certifications

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- **PMP - Project Management Professional**
 - **ITIL v4**
 - **Certified ScrumMaster (CSM):** Scrum Alliance
 - **Prince2 Agile**
 - **Generative AI overview:** PMI.Org
 - **Quote to Cash:** Apptus