

# Utkarsh Shukla

## Business Analyst | Project Manager

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### Objective

Detail-oriented and proactive Project Manager& Business Analyst with hands-on experience in Agile methodologies, requirements gathering, stakeholders management, end-to-end project delivery for web&mobile apps. Adept at managing cross-functional team, ensuring on-time delivery and client satisfaction across domain like E-commerce, SaaS and tech solutions.

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### Experience

- Business Analyst** Feb 2024 - Oct 2024  
**Makkpress Technology Pvt. Ltd**
  - \*Led cross-functional team to deliver projects within scope, time and budget.
  - \*Proficient in Agile&Scrum methodologies for efficient workflow management.
  - \*Skilled in project planning, risk management, and stakeholders communication.
  - \*Managed multiple projects simultaneously.
  - \*Define and documented project scope, objective and deliverables.
- Business Analyst** Oct 2024 - March 2025  
**Driftpoint Technology Pvt Ltd.**
  - \*Acted as primary point of contact for client, managing communication and relationship.
  - \*Gathered and analyzed client requirement to align project deliverables with business objective.
  - \*Translated business goals into actionable technical requirements.
  - \*Led pre-sale and post-sale process, ensuring smooth project execution, issue resolution and client satisfaction.
  - \*Led end to end project Lifecycle from initiation to closure.

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### Education

- Master's in Computer Application (MCA) 2021-2023  
Babu Banarsi Das University  
80%
- Bachelor in Computer Application(BCA) 2018-2021  
CSJMU University  
65%

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### Skills

- Agile, Scrum, Jira, Clickup, Zoho, Slack, Bitrix, BRD, FRD, Requirements Gathering, Client Communication, Figma, Team Management, SaaS, Web&Mobile Apps, Project Management, CRM, Project Planning, Stakeholders Management, Pre-Post Sale Work

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### Professional Certificates

- Jira Software Badge- Feb 2024
- Data science internship -May 2023
- Data science & Artificial Intelligence by IBM - July 2023
- CCC by NIELIT (National Institute of Electronic & Information Technology) - May 2018