

# NIKITA NITIN MANE

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## Education

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### Northeastern University | Boston, MA, USA

January 2021 – December 2022

Master of Science in Project Management | GPA: 3.78

- Secretary at the Northeastern University Project Management (NUPM) Student Organization.
- Student Success Guide at the Office of the Chancellor.
- Communications Assistant at the Office of the Chancellor.
- Volunteer Experience as Covid-19 Patient Care and Help desk Representative at Cabot Testing Center.

### Pune University | Pune, India

August 2011 – June 2015

Bachelor of Engineering in Electronics and Telecommunication | First Class with Distinction

- Paper Published – IJRITCC Journal V3 I3 (Zigbee based Energy conservation for railways using Vehicle speed detection).

## Professional Experience

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### Project Manager | Experiential (XN) Project

July 2021 – August 2021

#### Mclernon & Co. and Northeastern University

- Orchestrated competitor, pricing, and industry research in a six-week project for Mclernon & Co.
- Created comparison drafts, project charter, project plan, deliverables, team assignments and performed SWOT analysis across North America focusing mainly on Denver and Reno for more than 50 social media agencies.

### Project Manager

April 2019 – December 2020

#### Sungard Availability Services | Pune, India

- Executed 900+ implementation and decommission projects for clients across the US, the UK and Ireland.
- Directed projects for services including Recovery to Cloud, Managed Internet Services, Co-location, and Disaster Recovery.
- Defined project requirements and planned project lifecycle deployment.
- Developed project charters, artifacts, business cases along with defining ETA, project scope, risk, and quality management.
- Allocated and supervised resources for projects, ensured smooth and on-time project delivery.
- Handled credit risk saving projects and bagged up to \$14000 early billing for prompt execution.
- Dealt with vendor quotation, requisitions, purchase orders and data center communications.
- Monitored projects within strict timeframes and budget constraints by solving complex.
- Devised strategies for proactive risk mitigation and contingency planning along with effective communication.

### Network Engineer

October 2015 – March 2019

#### Sungard Availability Services | Pune, India

- Performed network implementations, L2/L3/R2C connectivity, internet, co-location, site-recovery services for 500+ customers.
- Directed audits and decommissions with data center network migrations sites - US, UK, IRELAND.
- Planned implementation of network enhancements and upgrades, performed routing/switching for live production customers.
- Governed fundamentals and recovery functions of HP (UCMDB) configuration management database tool.

## Skills

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**Tools and Methodologies:** MS Project, MS (Word, Excel, PowerPoint, Visio, Teams), Trello, Monday.com, Service Now, Agile, Agile Practitioner, Scrum, Waterfall, JIRA, GanttPro.

**Professional Skills:** Project and Program Management, Project Scope/Risk/Quality Management, Leadership, Negotiation, Budgeting, Communication, Public Speaking, Strategic Planning, Contract Review, Team management.

**Certifications:** Certified Scrum Master (CSM®).  
ITIL® Foundation Certification - IT Service Management.  
PRINCE2 Agile® Foundation & Practitioner.  
Leadership Development Proficient - Toastmasters International.  
Juniper Networks Certified Associate, Junos (JNCIA-Junos).

**Achievements:** Received multiple "Above and Beyond"- SungardAS driven recognitions for saving credit-risk of a project worth 53k assets along with network migration projects for USA data centers, audits and decommissions.