

Contact

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Top Skills

Resource Management
Project Tracking
Generative AI

Languages

Marathi (Limited Working)
Hindi (Professional Working)
Konkani (Native or Bilingual)
English (Full Professional)

Certifications

Project Planning: Putting It All Together
Asana Ambassador®#
PMI Agile Certified Practitioner (PMI-ACP)®
The Complete Agile Project Manager®#

Atharva Mandrekar

PMP®|PMI-ACP®| CAPM®| CSM®| Google Project Management Certified®|
North Goa, Goa, India

Summary

Selected Achievements:

- Leads Agile execution across multiple technical and digital projects, managing sprint planning, prioritization, backlog refinement, and structured delivery workflows using ClickUp automation, ensuring predictable, high-quality output across 5-10+ active projects at KAPX.
- Coordinates development across React Native, Shopify, and WordPress platforms by translating requirements into clear technical tasks, guiding developers/designers, and ensuring smooth, on-time release cycles for global clients.
- Implemented Kanban practices to improve workflow efficiency by ~30% while managing project timelines, budgets, and delivery across US/UK stakeholders at Big Internet Seller Services.
- Achieved Top Rated status on Upwork by delivering multiple successful engagements focused on ClickUp restructuring, automation, workflow improvement, and project planning with 100% Job Success.

Mr. Atharva Mandrekar is a proficient Project Manager/Scrum Master well-versed in Agile practices with 3 years of experience across IT, Software, and E-Commerce sectors. He excels in stakeholder engagement, cross-functional coordination, sprint delivery, and workflow optimization while managing distributed teams in fast-paced remote environments. Atharva leverages Agile tools, automation, problem-solving, and continuous improvement to drive predictable and high-quality project execution.

Mr. Atharva Mandrekar, holding a Bachelor of Engineering in Electronics & TC Engineering from Goa Engineering College, is also a Project Management Professional® (PMP®), PMI Agile Certified Practitioner® (PMI-ACP®), Certified Associate in Project Management® (CAPM®), and Certified Scrum Master® (CSM®), and specializes in:

- Agile Project Management
- Communication & Stakeholder Management

- Adaptability & Continuous Improvement
- Leadership and Team Coordination
- Problem-Solving & Risk Management
- Project Planning, Delivery & Workflow Automation

Experience

Gloo

2 years 6 months

Project and Operations Manager

March 2024 - Present (2 years 3 months)

Remote (Singapore)

- Agile Project Delivery: Leads Agile execution across multiple technical and digital projects, managing sprint planning, prioritization, backlog refinement, and structured delivery workflows through ClickUp and automation tools to ensure predictable, high-quality output across 5–10+ active projects.
- Technical Platform Management: Coordinates development across React Native, Shopify, and WordPress ecosystems, translating requirements into clear technical tasks, guiding developers and designers, and ensuring smooth, on-time release cycles across distributed teams.
- Client Communication & Relationship Management: Acts as the primary liaison for global clients—collecting requirements, translating briefs into actionable task plans, reviewing outputs, and maintaining clear, consistent communication to drive trust and alignment.
- Cross-Functional Team Coordination: Aligns technical, design, and operations teams by setting clear priorities, resolving blockers, and ensuring seamless collaboration throughout the project lifecycle.
- Project Planning, Operational Optimization & Contractor Management: Manages end-to-end project planning, resource allocation, workflow optimization, and oversees procurement and contract management for external team members, ensuring the right talent is secured and deployed.

Project Management Consultant

December 2023 - February 2024 (3 months)

Remote (Singapore)

Freelance

Management Freelancer

October 2024 - November 2024 (2 months)

Remote

SIMMI FOUNDATION [Smart India Multi Management Institute]
Project Management Officer
March 2023 - August 2023 (6 months)
Remote

Big Internet Seller Services Inc
Project Manager
July 2022 - February 2023 (8 months)
Remote (Canada/USA)

Coordinates project execution for on-time completion within scope/budget, using leadership, stakeholder engagement, resource management, & communication with tools for success.

- Leads Kanban adoption as a committed Servant Leader, availability, boosting collaboration and improved workflow efficiency by ~30%.
- Strategically leads client/stakeholder meetings, fostering discussions, addressing matters with clients from the US, and UK, guided team with effective leadership. Organizes meetings, enhancing collaboration.
- Uses strategic project breakdown for focused productivity. Manages workload astutely for team equilibrium and high productivity. Coached on ChatGPT for enhanced outcomes, improving optimization.
- Oversees timelines using Asana and Monday.com, collaborates with Functional Manager on budgeting, ensuring financial prudence. Adeptly manages the successful delivery of multiple projects, each valued at thousands of dollars, on a monthly basis.

HC Roots, Rolla, SIMMI Foudation
Project Management Officer
December 2021 - June 2022 (7 months)
Remote(Bangalore)

- Mentored 2 cross functional teams on Hybrid, Agile, Scrum as a dedicated Servant Leader, removing obstacles and providing resources.
- Adeptly aligned stakeholder needs with project goals. Coached and implemented tools such as Skype, Asana, and ChatGPT
- Collaborated closely with various stakeholders to extract and adapt to their project requirements, ensuring a clear understanding of their vision and objectives, and noting them down as user stories.
- Works closely with the Founder, defining vision. Led a team of 5 members to deliver a Java-based app on the play store, and ~10 members for React-based Company Website. Interviewed, and Recruited Team members for the Project.

- Used project management software like Asana.

Education

Goa Engineering College - Government of Goa

Bachelor of Engineering - BE, Electronics and Telecommunications

Saraswat Vidyalaya High School

High School Diploma

Saraswat Vidyalaya's Purushottom Walawalkar Higher Secondary School

Higher Secondary School Diploma, Science