

HIRDESH ARORA

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Achievement-driven professional with experience in facilitating Strategic Project Management, HR & General Administration, Organizational Training & Development, Team Management & Leadership initiatives so that the organization can achieve new heights of success; targeting strategic-level assignments with an organization of high repute.



PROFILE SUMMARY

- **PMP Certified Project Manager** with extensive experience in owning all stages of project life cycles to deliver projects that exceed expectations on time and budget
- Extensive **project management & governance experience**; proficient in grasping the big picture, conceptualizing, developing, implementing solutions, partnering closely with business leaders & stakeholders to achieve higher levels of efficiency & effectiveness
- Pioneered an **IOT project to reduce 80% road accidents** across Air Force by incorporating empirical planning, performing change management and extensively engaging stakeholders
- Skills in delivering **continuous process improvements (KAIZEN)** towards business excellence by adopting techniques such as lean and six sigma and ensuring quality compliance in line with PMO
- Bootstrapped Scrum Framework by Engineering **Lean Practices** and coordinated all Scrum Ceremonies including **Release Planning, Sprint Planning, Daily Scrum, Sprint Reviews and Sprint Retrospectives**
- Successfully streamlined forecasting, budgeting, provisioning and procurement of spares for the maintenance activities of **multiple assets worth 580 Cr thereby minimizing inventory cost by 42 Lacs**

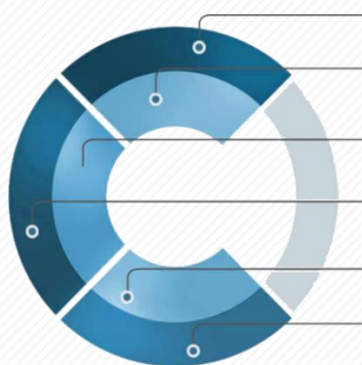


CORE COMPETENCIES

- Strategic Project Planning and Management
- Client Engagement & Management
- Risk Mitigation & Management
- Change Management
- Quality Management
- Agile Coach
- Budgeting & Cost Control
- Dashboards with Tableau and Excel
- MS projects / Atlassian JIRA



SOFT SKILLS



Interpersonal
Team Leader
Communicator
Problem-solver
Planner
Analytical

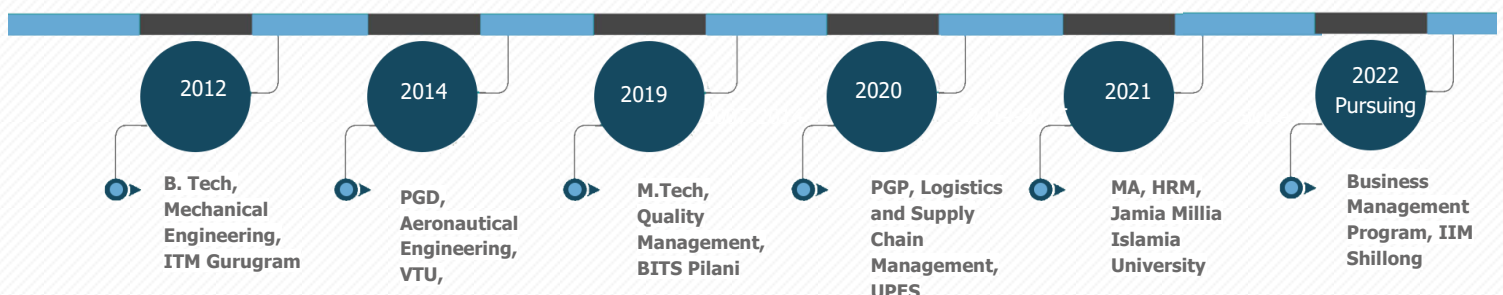


CERTIFICATIONS

- PMP, PMI
- Certified Scrum Master
- Lean Six Sigma Green Belt
- Business Analytics
- Advanced Excel
- Microsoft Power BI
- Performance Management Workshop
- Yoga Instructor



EDUCATION



WORK EXPERIENCE

Indian Air Force as Program Manager (Jan 2013-Present)

Key Result Areas:

- Developing project baselines, **monitoring & controlling projects with performance dashboards** in respect of cost, resource deployment, time overruns and quality compliance to ensure satisfactory execution of projects
- Spearheading large scale projects using **Agile philosophy** with weekly or Bi weekly sprints; following SAFe and Kanban as defined under the process framework
- Analyzing the user requirements for determining **feasibility of project within time and cost** constraints
- Negotiating with vendors, finalizing **business case and service level agreements**, outsourcing tasks and directing timely completion of projects
- Introducing, implementing & managing maintenance programs including planning and **preventive & predictive maintenance operations**

Highlights:

PROJECT MANAGEMENT

- Facilitated **installation and setup of new equipment worth Rs 800 Cr** at a premier IAF base within 6 months and designed incremental user acceptance testing for smooth scope validation while maintaining close coordination with MoD and DRDO
- Spearheaded **Rs 10 Cr innovation projects** adhering to military standards by surveying clients to ascertain their expectations of products and monitoring schedule and cost throughout the projects
- Established and commanded IAF's base by **mobilizing assets worth Rs 50 Cr with a team of 16 experts** in high altitude region and ensured 98% serviceability. Performed in-depth **risk identification and analysis** to implement effective response strategy
- As Subject Matter Expert, orchestrated initiation, planning and execution of **facility management project** with a cross functional team to reduce time consumed by 20%
- As officer in charge of Unit canteen, introduced **modern financial transactions, delimited cash flow and inventory level** to enhance footfall, maintain **client satisfaction and increase bottom line growth by 35%**
- Coordinated project progress reviews, Continuous Process Improvement & mid- course corrections involving negotiation with project stakeholders for an **Agile Electronic Maintenance Management Software implementation** project

OPERATIONS MANAGEMENT

- Revamped **Quality Assurance procedures** for Air Defense systems to achieve zero error operations by introducing multiple checks at process gates
- Improved manpower availability to maintain efficiency of supply chain operations during Covid-19 by Quantitatively analyzing vaccination status of employees and families, recovery rate, travel data etc. using **Excel, R and SQL at backend and further improved manhours by 20%**
- Designed and developed **SOPs by using lean six sigma techniques like DMAIC and critical path analysis** for process improvement to trim operational time by 20% and improve overall efficiency
- Performed **daily stand up and review meetings** to monitor the status of operations and to ensure availability of resources and remove roadblocks for team which **improved operational efficiency by 15%**

PREVIOUS EXPERIENCE

PROJECT COORDINATOR – BQB INFRATECH (JUL 2012 – DEC 2012)

- Executed project operations by confirming resource availability, submitting project deliverables and preparing status reports.
- Supported the director by coordinating a Rs.10 Cr refurbishment project for Ambuja Cements.

ACHIEVEMENTS

- Commendation by AOC-in-C for implementation of innovative techniques for Process Improvement
- Recommended twice for Chief of Air Staff commendation
- Awarded Skill "A" by Maintenance officers' categorization board
- Appreciation for Best Storage Facility Management in South Western Air Command
- Represented IAF squash team to win Gold medal twice