

ROLL NUMBER: P25701017

Rishika Sharma

Female

DOB

25-Mar-2000

TECHNICAL SKILLS

- MS Office
- MS Project
- Primavera
- MS EXCEL
- SPSS
- MS POWERPOINT
- CANDY

PERMANENT ADDRESS

 A3-103, NYATI ESTEBAN, UNDRI
 MARG, UNDRI.

City: Pune

State: Maharashtra

Pincode: 411060

LANGUAGE

- English and Hindi

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-APM	NICMAR University, Pune	8.33	2027
Graduation	MIT SCHOOL OF MANAGEMENT	80.6	2021-Apr
Intermediate	PUNE	62.8	2018-Apr
High School	PUNE	76.16	2016-Apr

WORK EXPERIENCE (3 Years 9 Months)
Scalene Works

06-Apr-2021 - 08-Feb-2022

0 Years, 10 Months, 2 Days
PROFILE: Consultant - Capgemini

â€¢ **Owned end-to-end project staffing lifecycle** â€” from demand identification, resource planning, and onboarding to allocation â€” ensuring seamless alignment with client delivery requirements for **Morgan Stanley Wealth under Capgemini**.

â€¢ **Partnered with Delivery Managers, HRBP, PMO, and Recruitment** to ensure projects were adequately **staffed, resources were optimized, and project deliverables met client SLAs**.

â€¢ **Monitored project financials by tracking billability, utilization, and margin improvement, contributing to revenue growth and cost optimization** within the business unit.

â€¢ **Led demand forecasting and capacity planning, ensuring critical Time & Material (T&M) and Fixed Price demands were fulfilled within schedule**.

â€¢ **Developed and maintained project dashboards and reports (daily/weekly)** to provide visibility on **staffing progress, open demands, allocation timelines, and billability forecasts** to senior management.

â€¢ **Actively drove risk mitigation** by identifying potential resourcing gaps, ensuring proactive bench deployment, and reducing project roll-offs through timely rotation planning.

â€¢ **Coordinated cross-functional stakeholder management** with internal and client-side teams, ensuring alignment between delivery, recruitment, and leadership on key milestones.

â€¢ **Facilitated RMG (Resource Management Group) governance calls** to review **open demands, track fulfillment progress, and ensure delivery readiness** before project billing start dates.

â€¢ **Supported project onboarding governance** overseeing **background verification, access provisioning, and associate integration** into delivery teams.

â€¢ **Successfully organized internal job fairs** for associates on bench to enhance redeployment, resource visibility, and project continuity.

â€¢ **Drove process efficiency and SLA adherence** across end-to-end project fulfillment from resume submission, interview coordination, and selection feedback to final allocation.

â€¢ **Ensured cost reduction and utilization optimization** by converting non-billable associates to **billable status prior to joining date**.

â€¢ **Provided project status reports and analytics to VPs and senior leadership** to support **data-driven decision-making**.

â€¢ **Maintained a strong focus** on continuous improvement, workforce planning, and stakeholder communication to **ensure project stability and delivery excellence**.

â€¢ **Recognized for exceptional performance, converted from subcontractor to full-time Capgemini payroll employee based on demonstrated ownership, delivery excellence, and stakeholder satisfaction**.

Capgemini

09-Feb-2022 - 12-Oct-2022

0 Years, 8 Months, 3 Days
PROFILE: Business Unit Staffing Partner

â€¢ **Led complete staffing strategy and delivery operations for the entire Morgan Stanley account (Wealth & QAPM portfolios)**, managing end-to-end resource fulfillment.

â€¢ **Actively collaborated with offshore sales and client teams** to understand upcoming project requirements, forecast skill needs, and design targeted hiring strategies aligned with delivery timelines and client expectations.

â€¢ **Drove account-level workforce planning and allocation**, ensuring on-time fulfillment of all client demands **while optimizing billability, revenue realization, and margin improvement across the Managed Unit (MU)**.

â€¢ **Enhanced hiring efficiency metrics by streamlining coordination between delivery, recruitment, and practice teams** â€” resulting in **reduced aging of demands and improved turnaround times (TAT)**.

â€¢ **Developed and managed dashboards** and analytical reports to provide leadership with clear visibility into open demands, staffing progress, and billability forecasts.

â€¢ **Drove cost optimization initiatives** by converting non-billable associates to billable resources prior to their joining dates, **improving overall project utilization**.

â€¢ **Identified and tracked critical demand pipelines**, working closely with internal bench and recruitment teams to **ensure delivery readiness before project kickoffs**.

â€¢ **Enforced aging and SLA adherence** by coordinating across Practice, Recruitment, and Delivery functions to meet fulfillment timelines.

â€¢ **Oversaw end-to-end delivery lifecycle** from profile screening and panel coordination to client interview feedback, offer release, and final allocation.

â€¢ **Chaired RMG governance calls to drive alignment** and accountability across all staffing functions, ensuring proactive closure of open positions before billing start dates.

Accenture

25-Oct-2022 - 23-Sep-2023

0 Years, 10 Months, 29 Days
PROFILE: Talent Fulfillment Associate

â€¢ **Partnered with leadership and delivery stakeholders** to design and implement workforce **deployment strategies** for Level 11 and Level 12 associates under the TechGenics and TechLeap programs, aligning early-career talent readiness with business demand forecasts.

â€¢ **Designed and delivered comprehensive reporting frameworks and performance dashboards** to track unallocated headcount, bench absorption rates, and training efficiency, providing senior management with **data-driven visibility into workforce productivity and ROI**.

â€¢ **Led RMG and stakeholder governance calls** with Delivery Managers, HR, and Business Unit Heads to review supply-demand alignment, monitor allocation timelines, and drive maximum absorption of trained associates into billable projects.

â€¢ **Conducted root-cause analysis on allocation challenges** (such as refusal of project assignments or skill mismatches) and advised HR and Delivery teams on targeted engagement and redeployment strategies, reducing staffing delays and attrition risks.

â€¢ Partnered with Business Operations and HR teams **to streamline data accuracy across talent systems** ensuring real-time updates of skills, certifications, and technology tags for effective resource visibility and audit readiness.

â€¢ **Designed and delivered engagement programs such as Graduation Day and ASE Day**, positioned as change-enablement and retention initiatives to enhance associate experience, strengthen internal branding, and promote early-career success within Accenture.

â€¢ Contributed to continuous improvement initiatives **by recommending unique interview styles like elevator pitch**, and early resource mapping models, resulting in **improved time-to-bill** and workforce optimization across delivery units.

Erecon Spaces

02-Feb-2024 - 01-Jun-2025

1 Years, 3 Months, 30 Days
PROFILE: Assistant Manager-Process Integration

â€¢ **Actively led the end-to-end design and implementation of the ERP system**, driving cross-departmental collaboration to **ensure seamless business integration, operational efficiency, and data transparency.**

â€¢ Directed ERP model development and functional architecture design, **working closely with department heads to map workflows, eliminate process redundancies, and establish scalable frameworks.**

â€¢ **Oversaw ERP optimization and enhancement cycles**, implementing continuous improvement measures and governance frameworks **to ensure long-term system sustainability and superior user experience.**

â€¢ **Drove the strategic development and integration of a new home interiors venture**, collaborating with leadership to **define business models, market research, operational blueprints, and technology enablement strategies.**

â€¢ **Developed and presented the corporate profile and client-facing materials**, articulating the company's **strategic vision, service portfolio, and competitive differentiators to key stakeholders.**

â€¢ **Acted as a strategic liaison for prospective clients, managing initial consultations, building relationships, and aligning client requirements** with organizational capabilities and service offerings.

â€¢ **Provided executive-level insights** through ERP-driven **analytics and dashboards** to support leadership decision-making, **performance evaluation, and resource optimization.**

â€¢ Led organization-wide ERP training and capability-building programs, **fostering digital adoption and operational excellence across all departments.**

â€¢ **Conducted and analyzed exit interviews**, identifying key drivers of attrition and **recommending strategic retention and engagement initiatives** to strengthen organizational culture.