

MAHIKA AGARWAL

Technical Project Coordinator | Client Delivery & Cross-Functional Team Management

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PROFILE SUMMARY

Technical project coordinator with a software engineering background, experienced in owning project delivery end to end — scoping requirements with clients, coordinating cross-functional teams, tracking timelines, and ensuring error-free, on-time releases. Led a 20+ member team through daily coordination, task allocation, and quality sign-off, and independently managed a client project from requirements through deployment within a fixed timeline. Combines direct client-facing delivery experience (PHP/Laravel/CodeIgniter and MERN stack projects) with the technical depth to review architecture, resolve production risk, and speak the same language as the engineering team. Currently pursuing an MBA to formalize project and stakeholder management skills built on the job.

EXPERIENCE

Software Engineer | Creware Technologies, Jaipur Oct 2024 – Present (2yrs)

- **Armed-One Mobile App (iOS & Android) — end-to-end project ownership:** Acted as sole point of contact for a London-based client, managing requirements gathering, timeline planning, and delivery through design, development, and deployment. Delivered the complete cross-platform app within a fixed multi-month deadline with no scope slippage — now live on the App Store and Google Play.
- **optra-india.com (Institute ERP) — client support & delivery coordination:** Coordinated ongoing issue resolution and feature delivery for a full-scale institute ERP over a year, prioritizing and tracking production issues across fee/receipt processing, server infrastructure, and notifications, while liaising directly with stakeholders on new feature requests and release timing.
- **Wincerrio — cross-team module delivery:** Coordinated with the client and internal team to deliver assigned modules of a sports-activity platform (practice-match scheduling, class-based learning, player competitions, built on Strapi CMS) on time and error-free, per agreed requirements.
- **EAPN (East Africa Philanthropy Network) — client delivery:** Managed delivery of a crowdfunding platform for social-cause campaigns end to end, including scoping and implementing Stripe payment integration to client specification.
- Track technical risk and production dependencies across live client systems — including database performance (MySQL) and server operations (Liquid Web, cPanel/WHM) — proactively resolving issues before they affect delivery timelines.
- Introduced structured Git/GitLab version control workflows across the team to improve traceability and reduce coordination overhead on a growing multi-developer codebase.

PHP Developer | Reva Consultants LLP, Jaipur Jul 2024 – Oct 2024 (3 months)

- Delivered end-user websites with fully dynamic admin panels, managing requirements gathering through to production launch for each client engagement.
- Worked with large, multi-table MySQL databases, ensuring data integrity and performance across concurrent client projects.
- Integrated and coordinated third-party services — Google Single Sign-On, Razorpay, Stripe, and PayPal — managing vendor documentation, testing, and go-live risk for each integration.

Fullstack Web Developer | JustAddWater, Jaipur May 2023 – Jun 2024 (1yr 2months)

- Delivered multiple concurrent live client projects using Laravel and CodeIgniter, balancing competing deadlines and priorities across the portfolio.
- Identified and resolved bugs and performance issues across existing codebases, improving functionality and user experience for client-facing production sites.
- Designed and implemented database solutions integrated with front-end components, with a focus on data security and integrity — direct hands-on ownership of the technical architecture.

Senior Associate | Brickred Systems, Jaipur Dec 2021 – May 2023 (1yr 5months)

- Led a team of 20+ people end to end — planning daily task allocation, running quality checks, and owning delivery timelines to ensure the team consistently hit deadlines without errors.
- Served as the coordination link between technical execution and stakeholder expectations on a Microsoft-partnered AI project (DALL-E), managing the project from planning through final delivery.
- Owned the QA and testing process across all team deliverables, catching issues before client handoff and maintaining a consistent standard of on-time, error-free delivery.

Talent Acquisition Specialist | *Hyrefox Consultants, Jaipur* Jun 2021 – Jan 2022 (6months)

- Managed end-to-end recruitment cycles — sourcing, screening, and onboarding — building transferable stakeholder-coordination and process-management skills.
- Maintained accurate, audit-ready records in the applicant tracking system.

EDUCATION

Master of Business Administration | *Manipal University, Jaipur* Sep 2024 – Sep 2026

Diploma in Graphic & Web Designing and Development | *Arena Animation Institute, Jaipur* Feb 2022 – Apr 2023

Bachelor of Commerce | *Kanoria PG Mahila Mahavidyalaya, Jaipur* Jul 2018 – Nov 2021

TECHNICAL SKILLS

Project & Delivery Management: Agile & Scrum methodologies, project planning & execution, scope/timeline/milestone definition, cross-functional team coordination (dev, design, QA), client communication & expectation management, risk & dependency tracking, status reporting, quality/process adherence, multi-project prioritization, team leadership (20+ members)

PM Tools: Asana, Trello, Slack

MERN Stack: MongoDB, Express.js, React, Node.js, React Native

PHP Stack: PHP (Core), Laravel, CodeIgniter 3, JavaScript, jQuery, HTML5, CSS3, Bootstrap 4 & 5

Databases & CMS: MySQL (large-scale, multi-table, performance optimization), MongoDB, Strapi CMS

Tools & Platforms: GitLab, cPanel/WHM, Liquid Web, REST APIs, Apple App Store & Google Play deployment, XCode, Google Console, Google Firebase

Third-Party Integrations: Google SSO, Razorpay, Stripe, PayPal, Paytm, HDFC, SendGrid, MSG91

AI Platforms: Antigravity, Claude, Cursor

CORE COMPETENCIES

- Strong team player with a solutions-first, can-do attitude
- High energy, result-oriented, and comfortable owning outcomes under deadline pressure
- Quick to grasp new technical concepts and platforms
- Confident taking on new challenges and ambiguous problems

SELECTED PROJECTS

- Armed-One — Cross-platform mobile app (IOS and Android), design and development
- Spirotech — client web platform, design and development

AREAS OF INTEREST

Music, Exploring, Building Network and Traveling