

Abhishek Prajapati

PROJECT COORDINATOR/MANAGER –Renewable Energy, Solar & Sustainability

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SKILLS

- **Project Tools:** MS Project, Trello, Jira, Gantt charts, WBS creation, task tracking, milestone planning.
- **Methodologies:** Agile, Scrum, Kanban, hybrid workflows, Lean scheduling, continuous improvement cycles.
- **Technical Standards:** ISO 9001, ASTM E1105, IS codes, QA/QC protocols, performance, compliance checks.
- **Inventory Systems:** Barcode tracking, JIT control, procurement logs, demand forecasting, supply metrics.
- **Risk & Budgeting:** Risk assessment, lifecycle analysis, cost estimation tools, budget forecasting systems.

WORK EXPERIENCE

PMP Candidate — Project Management Professional

January 2025 - February 2025

Project Management Institute

Remote

- Achieved PMP certification with an "Above Target" score in all three domains, demonstrating 40% improved workflow, optimized risk mitigation, enhanced project execution strategies, advanced stakeholder engagement.
- Allocated 35 hours weekly to structured PMP exam preparation, completing 500+ practice questions & 35+ mock exams, reinforcing expertise in Agile, Scrum, Kanban, hybrid methodologies for process optimization.
- Implemented PMI's Study Hall, Andrew Ramdayal's Udemy course, and Mohammed Rahman's approach to analyze 200+ scenario-based problems, and improving risk assessment and stakeholder communication strategies.
- Adopted rigorous cyclical review methods and continuous improvement frameworks to decode complex project lifecycle phases, enhance risk analysis, and achieve a 40% improvement in budget forecasting accuracy.

Lead Solar Technician

May 2023 – Present

Otter Energy Inc.

Ontario

- Coordinated and supervised field teams of 8–12 technicians to execute photovoltaic system installations across Ontario, optimizing task delegation and resolving on-site issues to reduce project turnaround time by 20%.
- Synchronized onboarding and training of 10+ technicians, standardizing workflows, safety procedures, and troubleshooting protocols to improve ramp-up efficiency by 50%, reducing onboarding time from 2 weeks to 1 week.
- Controlled with utility providers and authorities having jurisdiction (AHJs) for 50+ grid-tie approvals and inspections, accelerating approval processes by 30% through timely documentation and regulatory compliance.
- Arranged safety audits, conducted hazard assessments, and led weekly toolbox talks, and lockout-tagout procedures across job sites, fostering a strong safety culture that reduced workplace injuries to zero over 12 months.
- Administered inventory management enhancements by integrating barcode tracking, JIT inventory control, and demand forecasting, reducing material shortages and delays by 25% and ensuring smooth supply chain flow.

Project coordinator/Manager

July 2020 - December 2021

Yugg facade Engineering LLP

India

- Directed planning, coordination, and execution of 5+ high-rise commercial facade engineering projects, optimizing critical path workflows, and implementing Lean project scheduling to reduce delivery time by 25%.
- Liaised with multidisciplinary teams including architects, structural consultants, and MEP engineers to ensure seamless facade system integration, achieving 100% compliance with IS and ASTM performance standards.
- Established cost estimation, and strategic procurement of 30L+ facade materials including aluminum panels and glazing systems, demand forecasting, and value engineering to ensure budget adherence and supply continuity.
- Facilitated on-site execution with installation teams of up to 15 technicians, enforcing QA/QC protocols, conducting technical inspections, and resolving structural interface issues to improve operational efficiency by 20%.
- Conducted comprehensive quality assurance inspections and performance testing of facade installations, air-water infiltration resistance, thermal efficiency, and full adherence to ISO 9001 and ASTM E1105 standards.

EDUCATION

Post Graduate Diploma in Renewable Energy Management

January 2022 – April 2023

Conestoga College, Ontario

Bachelor's Degree in Mechanical Engineering

August 2017 – July 2020

Gujarat Technological University, India

CERTIFICATIONS

- PMP Certification
- Initiating and Planning Project Certificate, University of California - Coursera
- WHMIS Certification
- OSHA Certification
- Working at Heights Certification