

Smit Nerurkar

smitnerurkar.work ↗ smitn.work@gmail.com +91 88287 93144 Mumbai, IN

Summary

Junior Project Manager with experience managing website projects from requirement gathering through delivery. Skilled in client communication, cross-functional team coordination, timeline management, and project execution. Backed by hands-on QA experience and a technical background, enabling effective collaboration with development teams and early risk identification.

Experience

Junior Project Manager @ Webmaffia ↗ Apr 2026 – Present

- Manage multiple website projects, coordinating between clients, designers, and developers to keep work moving.
- Gather requirements directly from clients, clarify expectations, and translate them into clear tasks for the development team.
- Plan timelines, track deliverables, and follow up on dependencies to keep projects on schedule.
- Run project meetings, write minutes of meeting, and keep clients updated on progress.
- Handle CMS content updates and functional testing on website changes before release.
- Contributed to pitch decks for client proposals, and supported Webmaffia's own blog content and social media strategy.

Quality Analyst Intern @ Vistaar Digital ↗ Dec 2025 – Mar 2026

- Tested a production-bound app, logging 400+ functional, UI, and accessibility bugs over 3 months, each with repro steps for developers.
- Tested across iPad, tablet, mobile, and desktop to catch issues specific to screen size and form factor.
- Coordinated with developers and PMs across 4 concurrent projects to confirm requirements and expected behaviour. Ran accessibility testing against WCAG standards for a US-based product.

Projects

Outflow | Expense Tracking Application ↗

- Independently planned, designed, developed, and deployed a personal finance PWA from concept to production.
- Mapped user flows in Figma, then built the interface with React and Tailwind CSS.
- Integrated Firebase Authentication and Firestore, with offline support and expense analytics.

Skills

- **Project Management:** Project planning, timeline tracking, sprint planning, stakeholder management, project documentation
- **Communication:** Client coordination, meeting facilitation, MOM writing, cross-functional collaboration
- **QA & Testing:** Manual testing, functional testing, regression testing, UAT, bug reporting, CMS validation
- **Tools:** Jira, Asana, Notion, Figma
- **Technical:** React, Firebase, HTML, CSS, JavaScript, Tailwind CSS
- **Languages:** English, Hindi, Marathi

Education

K. P. B. Hinduja College of Commerce Sep 2022 – Jun 2025
Bachelor of Computer Application

The Bombay Suburban Grain Dealers Jr College Aug 2020 – Mar 2022
Higher Secondary Education — Commerce