MAHE MISHRA

07393 107755 | www.mahemishra.co.uk | linkedin.com/in/mahe-mishra-31693b267 | mahaswar.mishra@gmail.com

PROFILE

PMO Analyst with end-to-end ownership of portfolio governance, RAID assurance, benefits tracking, planning controls and executive reporting on a £1B+ NHS capital construction programme spanning demolitions, utilities, substations, land acquisition and site enabling works. Designer and owner of the HHRP portfolio RAID dashboard, consolidating control data points for Programme Board decision-making, endorsed by the Deputy Head of PMO. Operates PMO financial controls across 150+ purchase orders ranging £1k to £4.2m in Oracle Cloud ERP. Brings Power BI (DAX, Power Query), SQL and Python to a complex public sector capital PMO, with a trajectory into portfolio analytics and programme intelligence leadership.

WORK EXPERIENCE

PMO Analyst, North West Anglia NHS Foundation Trust *July 2026 to Present*

- Designed, built and own the HHRP portfolio RAID dashboard in Power BI with 19 custom DAX and Power Query KPIs, consolidating 230+ risks, issues and dependencies across 8+ workstreams, replacing manual Excel consolidation and cutting the PMO reporting cycle from 2 to 3 days to under 30 minutes.
- Own the fortnightly PMO reporting cycle feeding the Deputy Programme Director and external governance chairs, producing the portfolio pack covering milestone slippage, benefits realisation, interdependencies and critical path variance across 30+ active programme activities on a £1B+ capital programme.
- Redesigned enabling works project reporting with the workstream chair, replacing narrative two-slide updates across 11 projects with a metrics-led template covering health and safety, finance, contingency, programme movement, change control and decision logging, plus a risk page per project.
- Lead PMO support for the Enabling Works Development Group (EWDG), owning fortnightly action tracker production, external chair review cycles and senior stakeholder circulation across the Trust and external partners.
- Operate PMO financial controls across 150+ purchase orders ranging £1k to £4.2m in Oracle Cloud ERP, tracking cost variance, flagging anomalies and producing forecast exposure reporting that surfaced reforecast risk to Finance ahead of month-end.
- Shape PMO reporting standards and data governance across the programme, consolidating 5+ workstream data sources into a single reporting layer, removing 10+ hours of manual reconciliation per cycle and improving portfolio data quality for Programme Board decision-making.
- Act as PMO point of contact for assurance queries from workstream leads, external chairs and Finance, translating programme data into decision-ready insight for senior stakeholders.

PMO Coordinator, North West Anglia NHS Foundation Trust *Jan 2024 to July 2026*

- PMO point of contact for the New Main Theatres project at Hinchingbrooke Hospital, coordinating reporting, RAID and actions across 5+ workstream leads for the Senior Responsible Officer and Project Director.
- Produced the monthly Project Board and Project Team packs, consolidating workstream lead reports, and owned the project action tracker of 20+ actions.
- Delivered £280k of workforce savings across a 200 to 250 staff service, feeding evidence directly into the Trust's Cost Improvement Programme (CIP) governance cycle.
- Developed 10+ KPI dashboards and management information reports for service leads and senior management, translating rostering and workforce data into evidence-based recommendations tracked through programme governance.
- Built Python automation (Pandas, NumPy) across 4 HealthRoster reporting workflows, driving 25 to 30 per cent efficiency gains and strengthening data quality for Trust-wide reporting.

PROJECTS

Personal Portfolio Website | mahemishra.co.uk, Astro, Cloudflare Pages. Self-built site documenting programme delivery and analytics work, deployed on Cloudflare with custom domain and shortlink infrastructure.

EDUCATION & CERTIFICATIONS

University of Sheffield | BA Business Management and Economics, 2:1 Dual Hons.

Active development towards portfolio and analytics leadership. APM Project Management Qualification (PMQ), in progress. Microsoft Fabric Analytics Engineer Associate (DP-600), in progress. Microsoft Power BI Data Analyst Associate (PL-300), in progress.

TECHNICAL SKILLS

Portfolio and PMO. Portfolio governance, PMO reporting cycles, RAID management, assurance gateways, stage gate reviews, benefits realisation tracking, dependency mapping, milestone and critical path tracking, governance pack production, Programme Board reporting, external chair governance support, methodology and standards ownership, stakeholder assurance, KPI dashboards, Power BI (DAX, Power Query, data modelling).

Data and Analytics. Advanced Excel (PivotTables, advanced formulas, financial modelling), SQL, Python (Pandas, NumPy), root cause analysis, forecasting, variance analysis, data governance, data quality.

Business Systems. Oracle Cloud ERP (NHS SBS), SharePoint, Microsoft 365, Teams, Jira, ServiceNow, Microsoft Copilot, Azure OpenAI.