GEETHA P.

Software Engineer

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DOB: 13-01-1986 | D/O: T. Ponnambalam

# OBJECTIVE

Secure a position that offers a challenging work environment, where I can actively contribute to my employer’s business interests and build upon my present knowledge and experience.

# QUALIFICATION

## Professional Skills

* Having around 11 years of domain experience in the field of E-Publishing especially in XML, SGML & HTML Conversion.
* Over 4 years of experience in Manual Software Testing in the various stage of the SDLC and Agile Scrum model and Software Testing Life Cycle (STLC).
* Experience in creating Test Plan, Test Cases, Test Strategy, analyzing bugs coordinating with scrum master and development team and track the bug fixes till closure, JIRA, Azure Board.
* Extensive experience in functional testing, sanity testing, integration testing, smoke testing, regression testing, browser compatibility testing.
* Analytical thinking, planning.
* Critical thinking, decision-making and problem-solving skills.
* Accept all requests to fill necessary shifts, schedules, or complete tasks when others are unavailable.
* Leading, mentoring & monitoring the performance of team members.
* Active participation in a team, belief in teamwork and team efforts.
* Ability to Multi-task and Meet strict Deadlines, handle projects and team independently.
* Good Transcription with good accuracy in typing.
* Basic Exposure in Selenium Automation testing (PYTHON) using Selenium Webdrivers.

## Interpersonal and Teamwork Skills

* Work well with a diverse group of people.
* Honest, Friendly, Excellent Communication skills.
* Demonstrated accuracy, and attention to detail.
* Work well in a team environment.
* Committed to assisting others.

## Computer Skills

* Above average skills in MS Office suite including Word, Excel, Power Point, Outlook, Open Office, Firefox and Chrome
* Able to learn new software applications with ease.
* Talented in XML, SGML, EPUB, EPUB3, HTML, XHTML5, CSS, DTD, XSLT, Photoshop 7 & CS2, Adobe Digital Edition 1.4 & 4.5, Altova Authentic 2008, Front Page 2007, PageMaker 7.5, TEX, LATEX and MathML.
* **Languages** – C, C++
* **Accounting Package** – Tally Version (6.3)
* **XML Editors –** Epsilon, XML-Spy, Ultra-Edit, Edit Plus,Notepad++, Oxygen, Arbotext Editor, XWeb Editor & X-Metal etc.
* **HTML Browsers –** Adobe Digital Edition, IPAD, Readium (Chrome), Kindle
* **DTP –** Photoshop, Pagemaker & Coral Draw
* **Programming Lanugages** – Perl, Database, Python, and SQL
* **GIT Bash -** Git

# EMPLOYMENT

SOFTWARE ENGINEER December 2016 to Till

LEXIS NEXIS Chennai, TN

**Responsibilities:**

* Handling legal court data's of Singapore, Malaysia, Hong Kong, India and Pacific regions.
* Manipulating legal content and trigger/upload to live platform.
* Also images have been cropped based on the client stipulation.
* Analyzing the script when facing any issue before content upload.
* Tracking the reports for AU and NZ.
* Communicating with legal editors when ever necessary through Lync / Microsoft Teams.
* Implementing manual process to automation using XSLT, Perl and so on based on the requirement.
* Exporting files from Content@ database and convert files SGM to XML format to load online platform.
* Handled more than 3 projects of manual testing TOC Testing UK-Lexis+, Feature Testing, Dashboard Testing, XWeb Editor and Asia Analytics (SEA).
* Execution/Testing of automated modules/.jar files for Regression Testing.
* Preparing the Defect Tracking and User story and reporting using JIRA and AzureBoard.
* Weekly UAT calls depends upon the different projects and resolving the User tickets, testing and assigning back to users after devfixes.
* Test the functoinalities on all the availble environments like, Dev, CERT and PROD.

SENIOR PROGRAMMER June 2013 to September 2016

APTARA Chennai, TN

**Clients -** PEARSON, IEEE, CISCO, SADDLEBACK, RANDOM HOUSE, CALIBRATION PRESS, ELSEVIER SCOPUS, RILM & AMAZON

**Responsibilities:**

**Project Name:** IEEE

* Process of converting the received inputs into XML.
* Tagging the XML as per the specification and convert it into HTML using the template.
* TEX coding will be done at our end for the respective equations and it has to be validated using VTEX tool.
* Also images have been cropped based on the client stipulation.
* Browsing the completed article and will upload the output as XML and HTML of the related article.

**Project Name:** PEARSON

* 3 types of projects have been done.
* EPUB3/XHTML5 – basic and premium, 2. FIXED-LAYOUT, 3. EPUB
* Tagged the converted file by using received marked-up PDF from client.
* **PXE\_Guideline** is provided by the client where it contains tagging instructions. In case of any clarification we will refer the same.
* Finalizing the process and deliver it as per the schedule given by client.
* In the meantime, will take part of handling the team around 17 members and job allocations for them as well.
* More number of samples has been done whenever client has requested to test for some upcoming new projects.

ACTING TEAM LEADER August 2010 to May 2013

ADI-MPS Limited Chennai, TN

**Client -** European Union Official Journal

**Responsibilities:**

**Project Name:** JOL (Official Journal of Legislation)

* Handling around 15 Members of Team and allotting Jobs as well. Also, responsible to reply for the mails received from client as project basis.
* Analyzing the new instructions once received and implemented to the team members, also taking steps to update in the Tool.
* **Nature of Job:** Processing the received word documents in 22 European union Languages into XML file and one Model PDF with Markup (Structural/Textual)
* **XML Schema** using for our Project: **formex4.xsd**
* **Consleg Process:**
* **Consolidation** – has been done for the converted XML file
* **Composition –** Pagination for the consolidated XML file.
* Responsible for the Quality output.
* **Developing** and **Validating** XML document based on DTD, schema and parsing the XML Files.
* Finalizing the process and deliver it as per the TAT (24 hrs and 48 hrs).

SENIOR EXECUTIVE April 2009 to July 2010

SPI TECHNOLOGIES PVT. LTD. Chennai, TN

**Client –** Elsevier Publishing Services

**Responsibilities:**

* Book type of project has been worked.
* Can able to use **Wildcards** in MS-Word and **Regular Expressions** in Epsilon Editor effectively.
* Can able to create Macros in both MS-Word and Epsilon to complete the Tagging Process quickly.
* Uploading **S300 Dataset** process to customer [ED XML and WEB PDF].
* Uploading **O300 Dataset** process to customer [E-Book with Cover page].
* Uploading Archival Process to the Customer.

EXECUTIVE February 2007 to September 2008

HAMSAVENI SOFTWARE PVT. LTD. Chennai, TN

**Responsibilities:**

* Handled **AEL Data**, **Macmillan**, **KGL**, **Hurix System** and **Amnet** projects.
* Different more process has been worked under based on image clean up, Proof reading, **Editorial Markups**, OCR, XML tagging, Quality Check, Finalizing, Parsing etc.,
* Involved in various types of projects.

# EDUCATION

* Master of Business Administration (2010–2012) from Madras University, Chepauk, Chennai.
* Bachelor of Computer Application (2007–2009) from Tamilnadu Open University, Guindy, Chennai.

**Percentage: 70% [First class]**

* Diploma in Instrumentation & Control Engineering (2002–2005) from Dr. Dharmambal Govt. Polytechnic College for woman, Tharamani, Chennai.

**Percentage: 80% [First class with Honor]**

* S.S.L.C. completed in Lourdes Girls Higher Secondary School, Perambur, Chennai. Year 2002.

**Percentage: 86% [First Class]**

# ADDITIONAL QUALIFICATION

* Post Graduate Diploma in Computer Application (PGDCA) from **“LAN PACK”** Computer Education, Perambur, Chennai.

**Period:** January 2006 – July 2006 [First Class with Honour]

* Automation Testing with Selenium (Python) course from **“GUVI Geek Network Private Ltd”**.

**Topics Covered:** Python, Selenium, HTML, CSS, MySQL, JMeter, Jenkins, API and Software testing fundamentals, Web Automation, Web Development.

**Period:** August 2022 – January 2023

# STRENGTH

* Dedicated
* Flexibility
* Sincerity
* Positive Attitude

# HOBBIES

* Reading Books
* Listening Music and Watching Movies
* Writing Poet

# DECLARATION

I hereby declare that all statements made in this application are true and correct to the best of my knowledge and belief.

**[Geetha P.]**

**Place :**

**Date :**