JINNY FLAMIN OLIVER

Program Management

Resume Summary

A results-driven professional with experience in assisting program managers and leading cross-functional teams. Proficient in customer interaction, risk mitigation, and implementing project management methodologies like Agile and Waterfall. Adept at streamlining processes, reducing costs, and improving efficiency. Skilled in developing and maintaining project documentation, conducting program evaluations, and recommending improvements.

Work Experience

JE - Program Management, **2023-9 to Present**
Salcomp Technologies India Pvt Ltd
Chennai, IN

- Assisted program managers in planning and executing projects
- Coordinated cross-functional teams to achieve program goals
- Interaction with Customers for project updates & mitigate risks.
- Developed and maintained project documentation and reports
- Streamlined processes, reducing costs and improving efficiency
- Handled full cycle projects from kickoff till MP stage
- Conducted program evaluations and recommended improvements

Test Engineer, **2023-6 to 2023-9**
Sanmina-SCI Technologies India Pvt Ltd
Chennai, IN

- Assist in test strategy development
- Collaborate with cross-functional teams (design, manufacturing, quality).
- Develop and maintain test documentation (test plans, procedures, reports).
- Design, develop, and debug test fixtures and programs

Education

Anna University **2019-8 to 2023-6**
Ponjesly College of Engineering, Nagercoil.
- BE in Electrical and Electronics Engineering.
  CGPA:8.4

Certifications

Coursera Courses:

- Algorithms for Battery Management Systems Specialization
- Embedding Sensors and Motors Specialization

Personal Info

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Skills

- Communication
- Strategic Thinking
- Project Management
- Problem-Solving
- Leadership
- Technical Proficiency
- Adaptability
- Customer Focus
- Market Research Analysis

Skills

PowerPoint	●●●●●	Excellent
Microsoft Office	●●●●●	Excellent
SAP	●●●●○	Good
MS Excel	●●●●○	Good

Languages

Malayalam	●●●●●	Native
English	●●●●●	Good
Tamil	●●●●○	Intermediate
Hindi	●●●●○	Basic