JYOTI SANTOSH KOLI

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PERMANENT ADDRESS: Versova , Andheri (West)
                                        Mumbai- 400061.

OBJECTIVE:

I am a highly motivated "Management Information Systems" postgraduate looking to build up a career in the field of Information Technology so as to contribute to the essence of an organization's business competence in the present global world. Looking for an increasingly responsible **Software Testing** position where my technical skills, analytical and decision-making abilities will be used for improving organizational productivity.

TECHNICAL SKILLS:

- Pursuing the course of Software Testing from Seed Infotech.(2017)
- Software testing Automation Tools(2017) :Test Link, Bugzilla and Selenium IDE
- HP Automation -UFT(Unified functional testing),ALM(Application Life Cycle Management)
- LR(Load Runner)
- Programming Languages: C, C++Java, HTML
- Oracle Database 12c SQL

QUALIFICATION:

BOARD	UNIVERSITY	YEAR	PERCENTAGE
SSC	MAHARASHTRA BOARD	1998-1999	74%
HSC	MAHARASHTRA BOARD	2001-2002	51%
BE IT	UNIVERSITY OF MUMBAI	2003-2008	67%
MSc Management Information Systems	UNIVERSITY OF SURREY (London ,UK)	2010-2011	54%

WORK EXPERIENCE:

Raj Cluster Pvt Limited (SHELL, UK)
Surrey, UK
(2011-2013)

Technical Archive Analyst

- Organising requirements gathering workshop and Preparing Software Requirement Specifications

- Defining and documenting high level/detailed requirements to allow seamless transition to the new application
- Managing and heading the validation plan which includes the deliverables, resources, etc.
- Preparation of user and system test plans to enable successful deployment of the application

Principal Responsibilities:
- Analysing and responding to archival requests. Studying the requirements of the business group and Shell's legal compliance to set up new business groups
- Liaising with clients and third parties to ensure effective handling of business and trail investigator records.
- Database responsibilities include carrying out backups, designing and implementing queries, maintaining user accounts and departments, data validation and data imports.
- Training and supporting Shell staff to use the archiving software and provide information management techniques
- Updating website, archiving, writing technical documents and user manual.

Professional Training

- Enterprise Life Cycle (ELC) training, Business Technology solution life cycle at Raj Cluster Ltd.
- HP TRIM; electronic records management software
- Business Associate with SAP ERP 6.0

Wipro Pvt Ltd, Powai (2008)

Technical Associate

- Key responsibilities involved maintaining company sales and purchases database. Gather requirements of key business stakeholders and enable MIS Reporting

PROJECTS:

- **Seed Infotech Training Institute**

  Orange HRM Application (2017)

➢ Researched the project details and created software requirement specifications.
➢ Identify the test scenarios and created Test cases for each scenario.
➢ Created RTM (Requirement Track Matrix)
➢ Executing the test cases
➢ Report/Analysis

- **University of Surrey**

  Implementing ISO/IEC 17799 security standard for managing Information Security. (Dissertation) (2011)

  Researched the importance of security standards and certification in managing Information Security in the organizations. The main aim of the project was to show that ISO/IEC 17799 (2005) standard provides a well-defined security framework and best practice which ensures

business continuity, maintaining legal compliance and achieving competitive advantage in business.

The main objectives set were:

➢ To analyze the influence of ISMS framework and security controls provided by ISO/IEC 17799 (2005).
➢ To identify the organizational information security benefits of implementing The ISO/IEC 17799 (2005) standard and/or obtaining BS 7799 standard certification.
➢ The research was carried out using Systematic Review and conclusions were drawn accordingly. Performed secondary research for relevant research topics and case studies.Created Harvard Referenced dissertation report by reviewing literature.

- **University of Mumbai:**

Knowledge Management System (Web Application).(2008)

➢ Researched project details and created project proposal & presentation.
➢ Developed an application for managing login system (check in /out), stock reports, inventory reports and payroll system.
➢ And also generated crystal reports using ASP.NET as Application layer and SQL as database. Designed Use Case Models and Activity Diagrams on Rational Rose.

Hobbies:

➢ Teaching Mathematics, cooking, dancing.