CEdge Leadership

# Team Requirement

|  |  |  |  |
| --- | --- | --- | --- |
| Role | Requirement | Onboarded | Pending |
| Delivery Manager | 1 |  | 1 |
| Project Manager | 1 | 1 | 0 |
| Solution Architect | 1 | 1 | 0 |
| Java Architect | 1 | 1 | 0 |
| UI Architect | 1 | 1 | 0 |
| React -Dev | 1 + 6 | 1 | 6 |
| Mobile - Dev | 5 + 3 | 8 | 0 |
| Java - Dev | 12 | 6 | 6 |
| Product Owner | 1 | 1 |  |
| QA | 3 | 1 | 2 |
| Dev Ops |  |  |  |
| TW | 2 | 1 | 1 |
| SQL | 3 | 2 | 1 |

# Team Structure

# Team Responsibility

## Account Manager

### 1.1 Sales / Client Relationship (Amit K Singh)

* Serve as the main liaison between clients and the company.
* Develop and maintain strong, long-term relationships with clients.
* Understand the client’s needs and provide solutions to meet them.
* Resourcing
* Billing

### 1.2 Delivery (Ranu Jain)

* Oversee the delivery of services or products to the client.
* Manage timelines, budgets, and deliverables for ongoing projects.
* Act as the first point of contact for any client issues or concerns.
* Work with internal teams to resolve any problems that may arise, ensuring timely resolution to maintain client satisfaction.
* Communicate effectively with clients to keep them informed about progress, changes, or potential risks.
* Assist in long-term planning and ensure that the client’s business objectives align with the company’s offerings.
* Collaborative Project Plan with all team

## Architect

### 2.1. UI / Solution Architect (Binoy)

* All Technical Documentation
* DB Design
* Environment Setup
* Daily Task update
* Git Task Managment
* DevOps Task Managment
* Dependency Managment

### 2.2. Java Architect (Sandeep D)

* Backend Technical Documentation
* DB Design
* Java Team delivery
* Daily Task update
* Git Task Managment
* Project Plan
* Dependency Managment

### 2.3. Mobile Lead (Sandeep Singh)

* Payment Page
* Mobile Team delivery
* Daily Task update
* Git Task Managment
* Project Plan
* Dependency Managment

### 2.4. UI Lead (Faizan)

* Frontend Technical Documentation
* React Delivery for Merchant Portal and Payment Page
* UI Team delivery
* Daily Task update
* Git Task Managment
* Project Plan
* Dependency Managment

## Product Owner

3.1. BA (Harshal)

* Functional Specification Documentation
* Functional Git Task Managment
* Git Task Managment
* Project Plan
* Dependency Managment
* Test Execution Plan with QA
* Technical and Manual Documentation

3.2. QA (Poonam)

* Test Execution Plan with QA

# Documentation Format

## Daily Task Update

* [Task Update](https://neosoftmail1.sharepoint.com/:f:/r/sites/NeoSoftCEdgeDeliveryTeam/Shared%20Documents/Delivery/Project%20Managment/Task%20Update?csf=1&web=1&e=egLCUb)

## Weekly Project Update

## Monthly Project Update

## Functional Documentation

* [FSD](https://neosoftmail1.sharepoint.com/:f:/r/sites/NeoSoftCEdgeDeliveryTeam/Shared%20Documents/General/Requirement%20Management/FSD?csf=1&web=1&e=HNaNky)

## Technical Design Documentation

* [TDD](https://neosoftmail1.sharepoint.com/:f:/r/sites/NeoSoftCEdgeDeliveryTeam/Shared%20Documents/General/Requirement%20Management/TDD?csf=1&web=1&e=WZJCGc)

## GIT Task Managment

## RAID Log

## Asset Managment