Junior Project Manager Junior Project Manager Junior Project Manager - The Team Companies, LLC Los Angeles, CA Overall experience as an IT Project Coordinator and Software Quality Assurance Analyst, well-versed with all stages of Software Development Life Cycle (SDLC) and Software Testing Life Cycle (STLC) Certified Scrum Master. Responsible for two Agile Scrum Facilitate Scrum Daily standups, Sprint Planning, Sprint Review & teams and two Kanban teams Sprint Retrospective meetings. Responsible for Project Progress, Prioritizing Projects and communicating the same to the Stakeholders. Help the Project Manager with multiple Projects in Experience in designing test cases, creating test plans and executing test cases. Good Experience on Selenium IDE, Selenium 2.0 Web Driver by using Java (STS), HP Quality Test Center, Load Runner. Experience in working with Media, Banking, and Finance domains. Expertise in designing and developing strategic Test plans, Test Cases, and Test Reports for Extensive work experience on Functionality Testing, GUI Testing, Regression manual test. Testing, Integration Manual Testing, System Testing, User Acceptance Testing, Black Box Testing, Ad-Hoc and End to End testing. Experience testing web-based applications using testing tools like Quick Test Pro 11.0 Used Quality Center, JIRA and IBM Clear Quest to manage, coordinate and report defects. Experience with JIRA, Portfolio, Confluence for Project Management. Quick learner, Self-motivated and problem-solving skills. Excellent technical analytical skills as well as logical reporting skills. Experience in dealing with on-site and off-shore teams, customers and Ability to interact with people at all levels of management effectively and stake holders professionally. Ability to work well in a dynamic fast paced team environment and plan activities without supervision. Work Experience Junior Project Manager The Team Companies, LLC -Burbank, CA June 2018 to Present Experience coordinating and delivering projects through the entire lifecycle using a structured, Agile Scrum Methodology Creating and Maintaining Project Plans, Project Progress and Project Schedules to deliver the Projects on time. Report Project Status and Results to the upper Management and Stake holders after successfully deploying the Proiects. Assisting in the Users and the Team during development process while maintaining a pleasant relationship with customers and group members. Responsible for two Agile Scrum

Project which includes TTCV (OmniGen) and ESS (Employee Service portal Responsible for two Kanban Projects which includes TTCO (Light Speed) and TOCS. Worked closely with Product Owners, coordinating product backlog grooming and story estimation. Worked with Senior Management, Business & Project Manager to understand the vision of the product, prioritize and develop software release planning. Determined the team capacity (velocity) from historical data. Created Work Break down structure (user stories) and corresponding activities (tasks) IT Project Co-Ordinator & QA Analyst The Team Companies, LLC - Burbank, CA December 2018 to June 2019 Worked with Stakeholders and Users to identify the Project requirements and their Prioritizing the projects keeping in mind the urgency of the Stakeholders and the deliverables. availability of the Dev Team without stressing the resources. [Executing the role of a Scrum Master for the Team] Project Prioritizing by talking to the Business - Thus, showing the Sprint Goal for the Removing any impediments for the Team during Sprint team Effectively using JIRA, Portfolio Management and Confluence for Sprint Planning. Setting up Daily Scrums, Sprint Planning, Retrospectives and Reviews and conducting them effectively. Communicating to the Business and upper Management about Planned Deployment and sprint Accomplishments. Helping the Stakeholders and users to test the Products delivered to them. Creating Test Data for the stake holders. Used Version Software Development Version control tools such as Git Hub and IBM Facilitating Deployment Activities and making right decisions about critical issues Clear Case. during deployment. Ensuring the test cases written by the Offshore teams are valid. Evaluated automated scripts and testing needs. manage, coordinate and report defects. Executed automation Scripts using UFT. Experience in Software Development Life Cycle (SDLC) using Agile Methodology. Execute Browser Compatibility Testing (IE, Firefox) of Web based applications called TTCO, TTCV. Fully responsible and Led the QA process for two applications. Managed Offshore QA resources and allocated work to them daily to meet the deadline. Offshore Management of Resources Quality Assurance Analyst The Team Companies, LLC - Burbank, CA April 2017 to December 2018 Executing manual and Automation test Cases. 70% Manual and 30% Automation. Fully well versed in STLC (Software Testing Life Cycle) Experience in

designing the test cases, creating test plans and executing test cases effectively with a minimum time. Used JIRA to manage, coordinate and report defects. Used Confluence to manage test Execute automation scripts using UFT. Tested Green Screen Application both manually cases. and in automation. End to End testing of Web Based Applications which points to Green screen on Execute Browser Compatibility Testing using Browser Stack on Web based the Back end. Fully responsible and Led the QA process for TTCO and TTCV applications - TTCO, ESS. Helped TTCO team move to JIRA and created a good workflow for the team to follow. Involved in creating a new QA process for a project called Mediator. Quality Assurance Analyst - Universal City Los Angeles CA NBC Universal, LLC - Los Angeles, CA November 2016 to April 2017 Executing manual test Cases using risk-based testing principles to minimize risk and provide the most benefit. Creating and Executing Test Cases in Selenium. Responsible for the quality and accuracy of each test case and defect Prioritize test execution based on risk, priority, and acceptance criteria Performed regression testing Participated in User Acceptance Testing on an assigned Scrum Team Experience in designing the test cases, creating test plans and executing test cases. Experience in Software Development Life Cycle (SDLC) using Agile Methodology. Used JIRA manage, coordinate and report defects. Used JIRA Zephyr to create test cases. Evaluated automated scripts and testing needs. Developed automation frameworks using Selenium Experience in Software Development Life Cycle (SDLC) using Agile Methodology. Execute Browser Compatibility Testing (IE, Firefox) of Web based applications called SPOT and Fully responsible and Led the QA process for SPOT Quality Assurance Tester SPECBOOK Innovative Intelligent Solutions - Los Angeles, CA June 2016 to November 2016 Review requirements, specifications, and technical design documents to provide timely and meaningful feedback Create detailed, comprehensive, and well-structured test plans and test cases Estimate, prioritize, plan and coordinate testing activities Design, develop and execute automation scripts using open source tools Identify, record, document thoroughly and track bugs Perform thorough regression testing when bugs are resolved Develop and apply testing processes for new and existing products to meet client needs Liaise with internal teams (e.g. developers and product managers) to identify system requirements Monitor debugging process results Investigate the causes of non-conforming software and train users to implement solutions Track quality assurance metrics, like defect densities and open defect counts Stay up-to-date with new testing tools and Test various mobile devices -Emulated with a various platform (iOS, Android) and test strategies Compatibility testing (Different Browser Testing). Tracking of new/updated requirements in the project besides ensuring modification of Testing artifacts. Involved in preparation of Regression suite; updating of query logs for the requirements apart from maintenance of Knowledge Capture Documents for every release. Involved in testing Mobile Apps using Appium **Execute Browser** Compatibility Testing (IE, Firefox, Chrome, Safari) of a Web based application for Card Payment Processing. Student Assistant CSULA University student union November 2014 to April 2016 Involves supporting the needs of the students, faculty and staff. Providing set ups for Events, Activities and Programs conducted by various organizations and clubs. Event Coordination and Management. Taking care of the Technical needs of the Building. Responsible for Reservation Request and assisting sponsors. Software Engineer -Quality Assurance - Testing - First Data Accenture Services Private Limited May 2013 to August 2014 Front End testing of MPOS, And E-Commerce application, User Acceptance testing and Regression Testing. Manage Software Test Life Cycle, creation of documentation, testing software to compare to specifications/documentation. Involved in analyzing the Systems and Requirements gathering, Data Analysis, writing test cases Design and execution of Test Plan, Test Design, Test Case Execution, and reviewing test cases. reviewing test cases using HP Quality Center. Involved in tracking defects and getting them resolved ensuring business requirements were met. Involved in execution of system and regression testing. Assisted the testing group for documenting test cases. Performed presentations and training. Creating test data specification document for the application covering the associated interfaces, test cases and environment needs.
Creating Test scripts to validate test environment readiness in terms of test data availability and test results validations. Execute Browser Compatibility Testing (IE, Firefox, Chrome, Safari) of a Web based application called POGO. Creation and execution of test scripts to set up Test data, if in scope of the application

environment and capture the outcome of implementation. Analyzed functional specification and created test plans and test cases per user requirements. Implemented automation using Selenium IDE. Manually executed test plans and test cases to verify actual results against expected results. Implemented automation using selenium IDE and Internal Tool used in Accenture First Data Project.

Performed both the Positive and Negative Testing Performed Black Box Testing, Regression Testing, System Testing and User Acceptance Testing. Extracted data from database and Follow-up with the defects filed, worked with developers to resolve the Validated test results issues Prepared test summaries report for every release. Participated in business requirement and functionality specification reviews. Associate Software Engineer Accenture Services Private Limited May 2012 to May 2013 May 2012 -May 2013 Associate Software Engineer -Quality Assurance Trainee - Campus Recruitment Training - Testing - First Data Analyzed functional specification and created test plans and test cases per user requirements Implemented automation using Selenium IDE Manually executed test plans and test cases to verify actual results against expected results Implemented automation using selenium IDE and Internal Tool used in Accenture First Data Project. Performed both the Positive and Negative Testing Performed Black Box Testing, Regression Testing, System Testing, and User Acceptance Testing. Extracted data from database and Validated test results Follow-up with the defects filed, worked with developers to resolve the issues Prepared test summaries report for every release. Participated in business requirement and functionality specification reviews. Created and executed detailed test plans and test cases to support new product development and enhancements; ensures successful test cycles by tracking and resolving defects and issues with application developers (internal or external). Worked closely with developers to create test specifications/conditions and build basic to complex test cases to rigorously test product functionality and investigate all potential product test failures. Performed data analysis to support evaluation of system defects or to develop test scenarios. Communicated test results to project teams (internal and external) in a clear and comprehensive manner to aid in resolution. Education Certification California State University - Los Angeles, CA September 2014 to March 2016

Bachelor's in Electrical Electronic Engineering in Electrical Electronic Engineering Anna University - Chennai, Tamil Nadu September 2009 to May 2013 Skills FUNCTIONAL TESTING, TESTING TOOLS, QTP, JIRA, LOAD RUNNER, SELENIUM, C++, HTML, JAVASCRIPT, VISIO, DATABASE, MYSQL, ORACLE, MICROSOFT PROJECT, LINUX, JAVA, PORTFOLIO MANAGEMENT, MS VISIO, MAC Additional Information TECHNICAL SKILLS Languages: Java, C, C++ Web Technologies: HTML, JavaScript Functional Testing Tools: Selenium, QTP 11.0, Load Runner, Quality Center, JIRA PM Tools: JIRA, Confluence, Portfolio Management, Microsoft Project, MS Visio Database: MySQL. Oracle Operating System: Mac, Windows, Linux,

Name: Amy Cox

Email: sotoheather@example.net

Phone: 001-688-521-9068x688