

## Section 1:

1. Business goals & Progress to date:
  - a. Undertaking Business Oriented Projects-
  - b. Expanding the scope & usability of the Product by exploring the user experience angle -
  - c. Understanding the basics of Product Development via the technical implementations of the Project
  - d. Taking the ownership of end to end Product Design from gather Client Requirements to addressing Client feedback
  - e. Developing Business Presentation & Team Coordination Skills to foster a high pace growth & interactive environment
2. Achieve by end of Fiscal Year
  - a. Enabling Customization in the Product based on Stakeholder Requirements-
  - b. Strive to get out of my comfort zone and try to get a hands on experience in other areas of business development along with Analytics
  - c.
3. Challenges & How Can Leader help
  - a. Sometimes Unable to digress the approach towards achieving a task which leads to prolonged spending on time in a certain direction rather than switching paths for faster conclusion.
    - i. Can block Calendar time for self to keep an upper limit so as to not hit a dead end.

## Section 2:

1. Winning Looks Like - Enterprise Thinking
  - a. Winning in the industry today with a fast growing competitive environment can be defined as staying one step ahead of tomorrow while not losing a foothold on today -
  - b. Being a part of the in-house Product Development team, we can set up a vision for the team being able to function like a backbone of the organization, facilitating the rest of the organization with products aimed at achieving a more holistic picture from the plethora of data collected thus reducing the timelines to incorporate fresh ideas  
*(If you want to add more content to these answers, google the terms "Enterprise Thinking" & "Lead with External Perspective" with AmEx)*
2. Bring Others With you:
  - a. Being a fresher and entering the industry post- Covid arrangements of working from home has changed the methods of inclusion and cohesion within the teams-

- i. Regular cycles of interaction within the team, including those of informal nature - Ex: Coffee catchups, or weekly games, etc. (CRED ka reference leke expand kar dena)
- b. List all the teams you have interacted with and mention things like you are planning on scheduling a monthly/bi-weekly call with your manager & other members of the team.
  - i. Give examples of taking regular feedbacks from your manager on a Project
  - ii. Also the instance of having discussion over UI/UX with that HTML person- helped you collaborate as well as gather new areas of learning with other team mates.
- 3. I will kill your HR with this Blue Box. 🙄
  - a. They are mentioned on the website [HERE](#).
  - b. “We win as a team” - you can mention examples of Salil helping you out with your server problems- or vice versa
  - c. “We make it great” (Do some maska-baazi here) - You can mention how these blue box values are reflective of the working style of the organization. Mentorship received from your manager at the first Industrial experience that you have.
  - d. “We do what’s right” - you can mention some specific features of the product you are working on - For example, just figuring out keywords can also be a preliminary conclusion of the task, but you take it up a notch and make it user interactive and future ready by enabling customization and Visual Analytics

### Section 3:

- 1. Career objectives
  - a. Given the opportunity of working in a Multi-National Organisation like AmEx, I aspire to gain expertise the business specifications & intricacies of designing a product suited to cross-geographic audiences & inclusive of various communities
    - i. By interacting with people from other teams working across different areas of work and understanding other products of AmEx
  - b. (Write an analytics specific point i.e. your own area of work & what else topics can you learn in that field. It should make them feel that you are not someone who just does what he is told to do)
  - c. Acquiring Leadership skills while promoting better collaboration within the team
- 2. What unique skills or experiences do you bring:
  - a. Analytical & Logical skills - It is one of my better known personality traits that I tend to approach any problem/situation with an objectively placed analytical thinking. I have been working on amalgamating my thinking pattern with skills of similar domain.
  - b. Having interned in organizations belonging to the same as well as different industries, I am able to see the bigger picture while keeping an eye for detail.
  - c.

- d.
- e. This enables me to take the perspective of a user while defining the parameters and metrics that can enhance the usability of a feature under design.
- f. Responsibility & dedication - I take ownership of my work while ensuring an open communication as well as cycle of feedback on the project I am working on.
  - i. Reliable- can work on fresh projects

### 1. Enhance Domain Knowledge and Expertise

Having the opportunity to work in AI and NLP, I feel very much comforted that I am working towards the skills in which I am deeply interested. I feel there are certain areas in which I can expand my domain knowledge and get more involved in the related workstreams going forward. In order to pursue this, I am planning to:

- Participate in few shared tasks this year. Already started working on one and plan to continue
- Pick up some online courses particularly related to NLP to expand my knowledge
- Get more involved in the knowledge meetings on various topics of interest

I believe that this will help me gain leadership & team skills and will expand my horizons to think out of the box and have more analytical ideas.

### 2. Develop better problem-solving approach

I believe that there is a lot of scope for me to organize and structure a problem in a better way and think for the items to be priorities in order to move quickly and efficiently towards the solutions. For this I plan to:

- Breakdown a problem in an orderly fashion and think on items with most usage
- Having clear book-keeping of my work on a milestone basis and communicate the same to the team
- Try to think more on different possible solutions and brainstorm on the same

This will surely help me to increase my productivity level and set a clear-cut direction on the work.

### 3. Take more ownership around the workstreams

After gaining around 6 months of experience here at Amex. I believe I should start taking more ownership around the work. I should be completely aware on the end-to-end pipeline, solutioning and implementation. Create much more reliability in my work and deliver more with respect to the innovation and performance. Want to have better credibility, clarity and ownership skills going forward.

