**SHEELA RAMAN**

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WORK STATUS: US CITIZEN

**PROFESSIONAL SUMMARY**

* Over 9 years of successful Object Oriented Software design and development.
* Highly motivated, customer focused, and results driven technology professional with excellent resource and project management skills.
* Adept at multitasking across several assignments, initiatives and projects in a fast paced matrix organizational structure.
* Effective in developing, coaching, mentoring and motivating teams and individual contributors in both onsite and offshore models.
* Excellent problem solving skills and ability to think “out-of-the box”. Effective team player and works collaboratively with peers and clients to find innovative solutions; optimize processes/resources; and manage risk.
* Excels at communicating with clients and senior leaders to provide accurate reporting and information regarding ongoing initiatives and projects.
* Excellent time management skills and ability to work meticulously under pressure to meet deadlines.

**EDUCATION**

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| 1996 | Clark University, Boston, MA | Diploma in Computer Applications and Client Server Technology |
| 1994 | Madurai Kamaraj University, India | MBA (Finance) |
| 1992 | Madurai Kamaraj University, India | Bachelors in Finance |

**PROFESSIONAL EXPERIENCE**

**2007 Option One Mortgage Corporation Irvine, CA**

**IT Project/Process Manager**

* Core member of the Enterprise Business Intelligence group, responsible for managing teams of IT developers (offshore), to provide meaningful interpretation of complex data for business decision-making.
* Interacting with user/business groups and driving projects from initial conceptualization, planning and designing to successful implementation and release.
* Serving as a key liaison between the Business and the IT teams/ vendors, ensuring all tasks are aligned with current business objectives and goals and setting priorities accordingly.
* Review progress rigorously and stay focused on metrics such as time to complete and efforts to complete which includes communicating project status to the business, reviewing the development team’s tasks daily/weekly and ensuring quality and timeliness.
* Demonstrate transparency in communication on both ends and proactive project planning which includes contingency planning as well.
* Provide historical, current, and predictive trends of business operations to the Management based on the needs of the various business groups using MS SQL Server and its reporting tools.
* Support rollouts, lead user group training sessions, gather feedback and streamline enhancement requests.
* Active participation in Resource planning, allocation and project costs and budgeting.

**1999-2005 Ceridian Corporation Boston, MA**

**Senior Software Engineer (Life Works)**

* Skills Set: Visual Studio .NET 1.1, XML 1.0, C#, HTML, Power Builder 6&7, ColdFusion 6, MS SQL Server 6.5
* Responsible for spearheading the Software development efforts of an award-winning Employee Benefits website of Ceridian.
* Played the Team Lead role for the last two years at Ceridian, responsible for independently maintaining the web site and periodic code releases.
* Involved in the design and coding of a Coldfusion application and the subsequent migration from Coldfusion to a Microsoft .NET platform.
* Designed and developed a Client Server Case Management System (Power Builder) and periodic enhancements to the system prior to moving to the web development group.
* Designed, developed, tested and implemented site enhancements and new modules periodically to the US, UK and Canadian websites.
* Work closely with Systems Architects and Hardware Engineers in defining the requirements for the architecture of the web site.
* Database Design / modifications to the website based on project requirements. (MS SQL Server)
* Provide technical leadership to the various groups within the organization and the company’s clientele worldwide. Co-ordinate project plans with the various departmental heads.
* Establish operational objectives and assignments and drafting “Level of Efforts” for all technical enhancements.
* Responsible for Month-end and year-end content updates.
* Won several “Star” awards for excellence in performance.

**1998-1999 Liberty Financial Boston, MA**

**Senior Software Analyst**

* Skills Set:: Power Builder 6.5, HTML, Sybase 11.0
* Core member of a team responsible for designing and developing a Sales Tracking/Content Management Application for one of the major Financial Companies in Boston.
* Develop and maintain existing and new applications
* Preparing monthly and ad hoc reports for Management reporting.
* Participating in technical discussions for enhancing product performance and implementing new modules.

**1996-1998 Access International Cambridge, MA**

**Application Developer**

* Skills Set:: Power Builder 5.0, Sybase 10.0
* Core member of a team responsible for maintaining fund-raising software for non-profit organizations.
* Work on the development of a Client/Server version of a major donor tracking/fund raising software. Clients include major non-profit organizations like the United Way, Red Cross, etc.
* Worked with the teams in successfully setting up an internal test group and to train the QA team in product testing.
* Primary programmer for the development and successful release of customized software to keep track of the Fund Raising Campaigns organized by United Way.
* Provide Customer and technical support.

**1995-1996 Brown and Company Minneapolis, MN**

**Staff Accountant**

* Member of an audit team responsible for yearly audits of non-profit organizations.
* Assist in conducting audits and preparing reports.
* Prepare annual returns for Non-profit Organizations.
* Filing Tax returns and extensions for Non-profit organizations.

**References**

References of previous supervisors available upon request