Name	Nitu Tayal
Contact number	9990203392
Email-Id	nitutayal@gmail.com
Total Work Experience	13 yrs.
Relevant Work Experience	8 yrs.

Summary

An MCA from KEC Dwarahat, with 8yrs of experience in Quality process implementation and 13 yrs. of total experience.

➢ *Have worked in various projects as a **quality process facilitator** and **auditor***
➢ *Excellent knowledge of implementing **Agile practices** in the projects*
➢ ***CMMI Level 5(v1.3)** implementation **in Development and Service projects***
➢ *Having sound knowledge of **SEPG functioning and process writing***
➢ *Have knowledge of **ISO-9001** and **TL9K**. Was part of many ISO audits and trainings.*
➢ *Having good exposure to **Metrics and Auditing process***
➢ *Was part of **CMMI Level 5 assessment team(ATM member)** with the Lead assessor.*

➢ *Willing to learn and adapt to new challenges. Self-motivated, quick learner and team player with excellent work ethics*

Work Experience

➢ *Worked as **Manager- Quality with RxLogix**, Noida from Jun-2021 till Aug-2021.*

➢ *Worked as **Lead Process Consultant** with **GalaxE Solutions**, Noida from Feb-2017 till Nov-2019.*

➢ *Worked as **Deputy Manager-Quality with HCL TECH**, Noida, from Mar-2015 to Dec-2015.*

➢ *Worked as **Assistant Manager-Quality with Ericsson India Global Services**, Gurgaon/Noida, from June-2011 to Jan2015.*

➢ *Worked as **Senior Executive – Quality in HCL Technologies, Noida** from November-2007 to June-2011.*

➢ *Worked as **Senior Software Engineer with IGATE Global Solutions**, Bangalore from April-2007 to October-2007.*

➢ *Worked as **Software Engineer with LG CNS Global, Bangalore** from Aug-2005 – March2007.*

Recognitions at Work

➢ *Have received "Ace Award" for significant contribution in CMMI Level 5 journey in Ericsson.*
➢ *Awarded as "Silver Champ in the internal Process" of Xtramiles*
➢ *Have received many appreciations from the Client and Senior management for excellent work in the past projects.*

Work Summary

GalaxE Solutions:

Role: *Lead Process Consultant*
Duration: *Feb 2017 – Nov 2019*
Location: *Noida*
Client: *J&J*
Key Responsibilities:

- *End to end Agile process implementation in J&J projects*

- *Conducting Stage gate audits and facilitation to help the projects in understanding the SDLC processes*

- *Participation in Daily standup meetings and other sprint ceremonies like retrospection, sprint planning, demo etc.*

- *Involved in technical reviews of the artifacts such as User story review and helping projects in writing that in effective manner , test cases review, RTM review etc.*

- *Author some key documents with the help of inputs from the projects*

- *Jira and testing tool(ALM, Xray etc.) related training to the projects*

HCL Technologies:

Role: *Deputy Manager -Quality*
Duration: *Mar 2015 – Dec 2015*
Location: *Noida*
Client: *Comverse*
Key Responsibilities:

- *Monthly audits for the projects against CMMI and TL9k standard and NC reporting through tool*
- *Helping projects in process implementation as per organization standard*
- *Audit analysis and presentation to senior management via SMR meetings*
- *Agile process rollout in new projects*
- *Impart Process training(CMMI, TL9k, Agile, Configuration management etc) to projects*
- *Helping projects in getting ready for external audits(ISO, TL9k)*
- *Was part of Metrics council and thus involved in data collection and review.*

Ericsson Global Services:

Role: *Assistant Manager -Quality*
Duration: *June 2011 – Jan 2015*
Location: *Gurgaon and Noida*
Key Responsibilities:

- *Perform audits for projects against CMMI level 5 standards*
- *NC reporting to projects and audit report preparation for management*
- *Daily facilitation sessions ad trainings for the projects*
- *Played role of ATM during CMMI L5 SCAMPI A assessment*
- *Part of Far group in CMMI level3 journey for sales and marketing unit*

HCL Technologies:

Role: *Senior executive -Quality, Senior software engineer*
Duration: *Nov 2007 – June 2011*
Location: *Noida*
Clients: *Comverse*
Key Responsibilities:

- *Conducting **Process Compliance Audit** for development and production support projects. Issue sheet generation and to perform closure meeting/issue resolution meeting with the managers and team members of the project.*
- *Exposure to **Metrics, Auditing process**.*
- *Conduct **internal audits, project tracking and maintaining project plan**.*
- *Tracking of **audit non-conformances** till closure.*
- *Ensure all defined Process Engineering phases are reviewed and verified & defect removal is done. Ensure reviews of all projects are carried out.*
- *Ensure **project initiation / Kickoff meeting, project board meetings, project closure meetings** are conducted and the subsequent minutes, actions & decisions recorded.*
- ***CSAT (Customer satisfaction survey) analysis** and closure.CSS Action items follow-up.*
- *Ensure defined **metrics data is collected, analyzed and corrective actions** are taken in the project. Incase of any exception; record the actions, decisions are carried out in the Project and highlight to Project Board and QM.*
- *Organizing **senior management review meeting** every month in the projects.*
- *Conduct **Final Inspections in projects**. Final Inspection report preparation and reporting.*
- ***Facilitation to PMs/PQA's/Team members** for various quality related activities which includes **CAPA, DAR, Virtual closure, Process audits**.*
  *Involved **in imparting process trainings** to project teams*

Igate Technologies:

Role: *Senior software engineer*
Duration: *April 2007 – October 2007*
Location: *Bangalore*
Clients: *GE corporate, US*
Key Responsibilities:

- *Requirement Analysis*
- *Written the code for "Search Employee information "module.*
- *Unit Level Testing and bug fixing*

LG CNS Global:

Role: *Software engineer*
Duration: *August 2005 – March 2007*
Location: *Bangalore*
Clients: *LG CNS Global, LG CNS, Korea*
Key Responsibilities:

- *Complete Requirement Analysis and test case preparation.*
- *Complete coding to achieve the required functionality.*
- *Unit testing and Bug fixing support*

Computer Skills

- **Platforms:**   *Win 9X, Windows 2000, Windows XP*

- **Programming Skills:**   *Java, JSP, Servlets, Struts*

                            Java-Script, HTML, SQL, PL-SQL

- **Databases:**   *Oracle 8-i*
- **Tools**:   *Jira, ALM, Xray, ,MPP, MS –office, Minitab*

Educational Qualification

Degree	Institution / University	Year
MCA	*Kumaon University,Nainital*	*2005*
BSC	*HNB Garhwal University*	*2001*
12th	*CBSE Board*	*1998*

10th	*CBSE Board*	*1996*

Personal Details

Husband's Name	*Mr. Ashish Sharma*
Sex	*Female*
Nationality	*Indian*
Marital Status	*Married*
DOB	*03-Mar-1980*
Languages	*Hindi, English*

I affirm that particulars given above by me are true and I am solely responsible for its accuracy.

Place: Noida(Uttar Pradesh)   *Nitu Tayal*