**ARPITHA**



**Address:**

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**Executive Summary**

To secure a challenging position where I can effectively contribute my skills as a Professional, possessing competent skills and acquired functional/Technical skills.

**Core Qualifications**

* Project Planning & Control
* System Analysis
* Reporting and Analysis
* People Management
* MS Excel, Power Point.
* MS Share point
* MS Project
* Virtualization
* SDLC
* ERP
* VBA
* ITIL and Six Sigma
* QA Testing
* Management Information System

**Professional Experience**

**Position : Engineer**

**Company** : Honeywell Technology Solutions

**Duration :** Jan 2013 ~ Present

* Planning, scheduling, monitoring and tracking of project ensuring the best performance index achievable.
* Tracking project based on the scheduled baseline in terms of cost, time and quality.
* Execution of project as per the plan, baseline and program structure in different phases involved in work breakdown structure.
* Preparing schedules for preventive maintenance and checklists for daily, weekly or monthly checks as per requirement.
* Documents control with respect to top down process progress and estimation with work breakdown structure in consultation with project manager.
* Analyzing operations & maintenance issues & providing technical support ensuring performance.
* Foreseeing performance bottlenecks and taking corrective measures to avoid the same and ensuring effective site management and discipline to ensure safe execution of the projects.
* Acted as the liaison between the business units, technology teams and support teams.
* Forecasted and planned resource requirements.
* Managing (VCCT Testing) Value Chain Confidence Testing and Training.
* MS Share point: Sole admin of the SP which is used by the entire People soft team globally.
* Managing the SharePoint by creating lists, libraries and managing the site by doing customizations.
* Report generation: Metrics provider for the entire project globally (US, APAC, EMEA Release) on a daily basis.
* Risk management and baseline estimation for process and design changes
* Monitor Program Performance to ensure efficient and problem-free operations.
* Develop or specify standards, methods, or procedures to determine the release readiness.
* MS Excel- Providing daily, weekly reports to the managers/partners on daily performance which is used by Partners and leadership team.
* Proficient in using Excel formulas and pivots and creating dashboards.
* Auditing & Review and follow up to ensure the deadline are met.
* Preparing the quality standards and ensure quality metrics are met by reviewing on a daily basis.
* Preparing and analyzing information for the purpose of Management Review.
* Experience of working with customers across all boundaries right from USA, UK, Mexico, Germany and Asia-Pacific.
* Prepared the SWI for the day to day tasks.
* Preparing the Entry/ Exit decks and showcasing to the management and partners for the Project releases.
* Involved in automation activities which increased the productivity.
* Involved in site level HOS activities

**Position : Systems Engineer (Oct 2010 to Oct 2011)**

**Senior Systems Engineer (Nov 2011 to Oct 2012**)

**Client :** Royal Bank of Canada IT

**Company** : iGATE Global Solutions Ltd.

**Duration :** Oct 2010 – Oct 2012

* Conducting system analysis and development to keep systems current with changing technologies while coordinating communication and support between user-community and the technical/operations functions of IT in relationship with all Windows /VMware functions.
* Creation of standard Virtual Machines.
* Configuring and managing VMs based on different asset build types.
* Updating and deploying patches using update manager for the latest updates from VMWARE.
* Installing Multipath software such as Power Path and Navisphere agent.
* Installation, configuration, administration and troubleshooting of ESX 4.0/GSX, Virtual Center and VI client..
* Creating templates and clones on virtual machines.
* Experience on configuring Data store to ESX server usingLUN.
* Managing Linux user accounts permissions to users and group policies .
* Configuring and managing VMs based on different asset build types. Creating and managing Templates and Alarms. Creation of resource pools for various Linux resources and testing build servers
* Analyze TSM performance and design appropriate solutions to meet Client needs and monitor scheduled backups to ensure success or take remedial Action for failures.
* Restore , retrieve, archive and back up data from server using TSM as Per client needs And demands.
* Manage TSM application so that backup schedules and policies are met and Responsible for providing Backup/Recovery administration support.

Backup/Recovery Daily tasks include

1. Scheduling and monitoring backups  
 2.Determination on failed backups

**Personal Skills:**

* Good analytical and Problem Solving skills
* Good verbal and written communication skills.
* A good Leader.
* Good Client interaction skills.
* Good at Multitasking.
* Willingness to learn.

**Rewards and Recognition:**

* Rewarded with the Performance banding “Exceeded Expectations” Twice.
* Promoted as “Senior Systems Engineer” in a span of 1 year.
* Rewarded with the pat on the back award for the contribution to our Project.
* Received many appreciations from the clients for the excellent service.
* Partner Award.
* Project excellence award.

**EDUCATION**

* **Bachelor of Engineering in Electronics and Communication** from VTU.
* **Master’s in Business Administration ( Information Systems)**from Mysore University.

**Academic Project**: **A Study on ERP**

**Research objective:**

* What are the CSFs (Critical Success Factors) that contribute in the success of ERP Implementation at Indian SMEs?
* What are the KCSFs (Key Critical Success Factors, most preferred CSFs) that should be taken into high priority for the successful ERP implementation at Indian SMEs?
* What are the CFFs (Critical Failure Factors) that contribute in the failure of ERP

Implementation at Indian SMEs?

* What are the KCFFs (Key Critical Failure Factors, most preferred CFFs) that should be taken to high priority to avoid the failure of ERP implementation at Indian SMEs?
* Is it possible to develop the user manual for the customized survey instruments

(Questionnaires) for the current and future research.

**EXTRA CURRICULAR ACTIVITIES**

* Republic Day Award from the State Government for Excellence in Athletics.
* Represented Honeywell in many Marathons and Badminton Tournaments.
* Winner of Corporate Relay events and selected for National level corporate relay event which will be held in Mumbai.
* Participated in National Level Athletic Meet and have won medals in State Level

Athletic Meets and District Level Championships.

* Secured 3rd Place in State Level Technical Paper Presentation.
* Actively participated in Honeywell Annual day activities and was a major contributor to the team to win last year’s trophy.
* Successfully organized the HTS - Internal Badminton Tournament 2014 which had a record no of participation.

**PERSONAL PROFILE**

Nationality : Indian

Gender : Female

Date of Birth : 21st September

Status : Unmarried

Interests : Athletics, Badminton, Swimming, Trekking, Listening to Music, WWE.

Languages : Kannada, English, Hindi

**DECLARATION**

I hereby declare that the above information is correct to the best of my knowledge and belief.

Place: Bangalore (Karnataka) (Arpitha Nagaraja)