# Titi Omole

Agile Scrum Master / Project Manager 07983615618 Tiboyo12@yahoo.com

A delivery focused certified Agile scrum master, PRINCE2 practitioner and MBA qualified with sharp business acumen and project management skills. Successfully led several cross functional teams to deliver various digital transformation initiatives projects that are customer centric, data migration, digital marketing and general cloud computing with web & mobile design thinking. Helped organisations to establish Agile Scrum, Kanban, SAFe methodologies for timely delivery and accurate visibility to various stakeholders for intelligent business decisions and high ROI. A good communicator with remarkable stakeholder management skills, versatile in capturing risks, issues and dependencies mapping. Excellent at change management and planning with ability to motivate team to deliver products on time and within the agreed budget to meet organisational strategic goals. Worked well with various Product Owners, Solution Architects, DevOps and led teams. An excellent team player that has worked within diverse culture with ability to make own decision when needed.

QUALIFICATIONS & TRAINING

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| **QUALIFICATIONS** | **TRAINING BODY** |
| Certified Agile Project Management Practitioner | APM |
| Scrum Fundamentals Certified | VMEduc (Scrum Study) |
| Certified Scrum Master | International Scrum Institute |
| MBA General Management (Merit) | University of Westminster |
| B.Sc Computer Sc & Economics (2:1) | Obafemi Awolowo University |
| **TRAINING** |  |
| Design Thinking Methodology | DMI PARTNER (DIGITAL MARKETING INSTITUTE) |
| Agile Product Development | DMI PARTNER (DIGITAL MARKETING INSTITUTE) |
| Data Driven Decision Making | DMI PARTNER (DIGITAL MARKETING INSTITUTE) |
| Persona Definition & Customer Journey Mapping | DMI PARTNER (DIGITAL MARKETING INSTITUTE) |
| GDPR & Information Governance | Computer Careers Institute |
| Business Analysis | Computer Careers Institute |

CORE EXPERTISE

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| **CORE SKILLS** | **DIGITAL TOOLS & APPLICATIONS** |
| AGILE PRACTISE | Scrum, DevOps and Kanban. |
| UX & UI | Prototyping, Design Thinking, Persona Definition, Customer journey mapping, story boarding, Wireframes and Key-screens. |
| DIGITAL MARKETING | Digital marketing channel analytics, GDPR and Information governance. |
| BUSINESS ANALYSIS TECHNIQUES | Gap Analysis (As is – To be), Business process flow modelling, UML, SWOT, MOST, PESTLE and Porters 5 forces. |
| AGILE REQUIREMENT ENGINEERING | Epics, user stories, features, tasks, estimating story points, sprint planning Gherkin syntax, backlog grooming, MoSCoW prioritisation and defect management -bug tracking/reporting. |
| DATA & WEB ANALYTICS | Data analytics, web analytics, data visualisation, gaining business and customer insights (harness, clean, analyse, visualise and insight) and Sales force Einstein wave analytics. |
| TOOLS & APPLICATIONS | Jira, Confluence, Trello, Miro, Zoom, Tableau, Power BI, Google Analytics, Smaply, Lucid Chart, MS Visio, Basalmiq, Mockflow, PM.com, MS Project, MS Office suite, Hootsuite, Semrush, Fat Jack, Similar Web, Google suites – Trends, ARM, Asite, Workflow, Covalent, Verto. |

EMPLOYMENT HISTORY

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| **TRANSPORT FOR LONDON**  **(PROJECT MANAGER)** | **June 2019 to Date** |
| * Conducting weekly progress meetings, review and retrospective meetings with internal team members and contractors. * Conducting site inspections and ensuring compliance with health and safety regulations * Managing cost plan, value engineering including CPI& SPI and resource allocation. * Risk profiling and management. * Tracking progress and producing weekly progress report and monthly updates of dashboard report with management information for decision making. * Managing Programme to identify any variance (schedule/cost/resource/scope) and remove identified blockers /impediments. * Managing issues, exceptions reporting and change request. * Managing RAID log/dashboard for documentation, validation and compliance to organisational standards. * Conducting gate reviews and health checks including gate certificate issuance as necessary. | |
| **DB TECH LTD**  **(AGILE SCRUM MASTER / DIGITAL PROJECT MANAGER)** | **Nov 2018 to May 2019** |
| * Conduct daily stand ups and other Agile ceremonies such as grooming, sprint planning, Scrum meetings, review and retrospective meetings; measuring progress made. * Identify any variance (schedule/cost/resource/scope) and removing identified blockers /impediments. * Support Product Owner and Business Analyst to ensure product backlog, epics and user stories are prioritised appropriately for sprinting based on business MVP. * Work within cross functional teams (Developers, Tech Lead, Solution Architect, BA and Product Owner) to estimate story points for user stories. * Generate JIRA report, team velocity, burn down/burn up charts report and ensure visibility of other relevant Scrum artefacts for stakeholders. * Ensure Agile processes are followed and enforce adherence to timeboxes for sprints. * Manage and control the end to end of project by ensuring regular RAID management, status reporting and highlight reporting. * Work closely with programme office to support the SAFeWAgile framework and ensure that appropriate channels are followed for escalating issues and change control. * Work closely with DevOps engineers and lead Agile team to manage DevOps pipelines with tools such as JIRA/Confluence for requirement engineering, sprint planning, management & documentation. * Coach the development team on Agile/Scrum practise and maintain an environment that is conducive for team self-organisation and cross functional team collaboration across the organisation. * Maintain best practises for test automation, continuous integration/deployment to deliver digital products based on customers’ requirements. * Facilitate review meetings for show/tell of prototypes that have been developed and assign tasks to development team for refinement or build incrementally based on responses received from stakeholders. * Ensure conflict within the team is resolved quickly and maintain an environment that facilitates team collaboration. * Ensure that digital products are within scope through continuous assessment of project viability and alignment with the organisational digital transformation initiative. * Manage project schedule, budget and resource allocation and estimation accuracy log. * Use data visualisation tools such as Tableau, Power BI and other web analytics tools on data collected to analyse customer’s needs and map out customer journey to refine and improve customer’s experience. * Acting as process owner for the DevOps team, and maintaining communications / healthy relationship with the Product Owner and other key stakeholders. | |

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| **CIVICA UK**  **(SCRUM MASTER/PROGRAMME MANAGEMENT)** | **May 2018 – Oct 2018** |
| * Created the programme /portfolio plan and tracked the deliverables/milestones across projects. * Maintained transparency by ensuring that project progress was visible to stakeholders through regular reporting - highlight report, end stage report and status report. * Managed team diaries for tasks allocation and setting up meetings. * Ensured Agile processes were followed including timeboxes for sprints * Managed and controlled the project through regular RAID management, status reporting and highlight reporting. * Facilitated review meeting of prototype of product built on MVP with Product Owner /other stakeholders and improved incrementally based on responses received. * Ensured the appropriate procedures were followed for RAID management, issues reporting and change control. * Maintained good test practises and defect management - bug tracking and reporting. * Conducted gate reviews and completed health checks and gate certificate issuance as necessary and in accordance with organisation standards. * Ensured payments were made in alliance with contractual milestones and addressing any deviation. * Resolved any identified problem, impediments and blockers to maintain a good flow of work within the team. * Managed the on boarding and off boarding process for team members. * Resolved any conflicts in the team and maintained an environment that encouraged team collaboration. * Supported the Product Owner with product backlog grooming and prioritising user stories for sprinting. * Supported Product Owner in ensuring epics and user stories were well defined in readiness for grooming. | |
| **TRINITY CHAPEL (CHARITY)**  **(PROJECT MANAGER)** | **Dec 2017 – Apr 2018** |
| * Delivered projects and events from project initiation stage; formulated and defined system scope, document requirements, and developed work packages for the project teams and stages. * Delivered various projects through full lifecycle and followed standard project management and changed delivery methodology. * Produced project plan documents identifying the objectives, scope, deliverables, approach, resources and budget for the project. * Managed the SLA and provided support to suppliers to remove blockers and impediments to efficient service delivery. * Organised and coordinated project planning meetings with team leaders. * Managed the selection process of suppliers and contractors to ensure fairness and cost-effectiveness according to the available budget. * Maintained RAID log as well as highlight reports and progress reports to the executives. * Developed training materials and delivered training to staffs. | |

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| **BASILDON BOROUGH COUNCIL**  **(SCRUM MASTER / PROGRAMME ASSURANCE OFFICER)** | **Jan 2015 – Nov 2017** |
| * Facilitated daily stand ups, sprint reviews and retrospective and other Agile ceremonies * Managed strategic dashboards and other artefacts to ensure accuracy of information and accountability. * Managed team members diaries for setting up meetings/ tasks allocations. * Managed programme level reporting to stakeholders to ensure timeliness and accuracy. * Managed a cross functional team in the migration of data across SAAS systems i.e. Verto system to Covalent system. * Managed the requirement gathering and MoSCoW prioritization of features for development in the Covalent system – Action Module reconfiguration project for the council. * Collaborated with the development team in managing a product lifecycle (pdca) management with emphasise on building the MVP of the solution and improving on incremental basis. * Ensured that change requests were taken through the appropriate various in accordance with the organisation governance standards. * Created the programme plan and tracked the deliverables/milestones across projects. * Reviewed the RAID register on a regular basis to ensure that RAID items including dependencies & assumptions were documented and validated; ensured Risks & Issues were documented and managed according to organisation standards. * Coached Project Managers on Agile methodology and other organisation delivery standards. * Collaborated with other super users (assigning access as appropriate for the purpose of testing) to carry out UAT testing / bug tracking and reporting. * Managed the quality assurance, health check, self-assessments and peer reviews on projects in accordance with organisation standards. * Managed on boarding and off boarding of new team members. * Worked with finance department on forecasting, planning, actual & variance analysis. * Ensured that best practices and lessons learnt were captured by delivery teams and documented to improve project management maturity. * Facilitated project management training and other project management related bite size training and workshops. | |

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| **ESSEX COUNTY COUNCIL**  **(PROJECT MANAGEMENT OFFICER)** | **Feb 2012 – Dec 2014** |
| * Developed Project plan, tracked deliverables against the plan, mile stone tracking and ensure activities are completed to budget and timescale. * Prepared and managed programme budget, forecasts, and tracking actuals against the budget. * Ensured accurate, clear and concise reports (status, check point, end stage, highlight) for all projects. * Identified, documented, managed items in the RAID log and escalated when necessary. * Produced concise management reports with insightful visualisation for decision making highlight reports for senior stakeholder. * Managed change control process management to ensure various approvals are obtained in accordance to the organisation’s governance framework. * Produced and maintained an effective communication plan (internal & external) and stakeholder engagement across external partners and senior management. * Managed service providers to ensure compliance with corporate timelines and deliverables for budget submission for all development items being submitted into the budgetary process. * Produced clear guidance documents and work-based tools for staff and external partners. * Coordinated workshops and delivered training to staff, sourced appropriate internal and external trainers and compilation of business documents for induction of new users. | |

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| **TOWER HAMLETS COUNCIL**  **(PROJECT ADMINISTRATOR)** | **Aug 2008 – Jan 2012** |
| * Organised various project meetings and workshops with stakeholders * Took minutes, actions and decisions of meeting. * Identified and managed RAID register for the project. * Managed actions and decisions log for the team. * Developed training programmes, materials and activities to support the strategic growth and business outlook of the team. * Delivered induction and carers’ refresher training for KCT team. | |

References available upon request.