**Radha Pund**

**Phone:** +91-9595036980

**E-mail:**radhapundqa@gmail.com

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| Objectives |

To achieve organizational as well as personal growth through my conceptual skills, knowledge by adding value to organization.

Professional Summary

* Leading teams as a **Scrum Master** for **5+** years and coordinated various **Banking and insurance** Domain
* Having **8+** years of hands on experience on different aspects of Ui**Path (RPA)** Tool with **Agile Methodologies**
* Experience in Implementing the Agile delivery model and relevant project experience with SAFe.
* Expertise in facilitating Release Planning, Backlog Grooming, Sprint Planning and Estimation, daily **Standups, Sprint review and Retrospective**.
* Maintain and sharing relevant metrics **-Velocity, Burn-up / Burn-down charts** in JIRA and VersionOne Tool.
* Worked in scaled agile framework connecting different parts of organization to facilitate cooperation and ensured work is ready and approved for implementation, maintaining competencies that drive value stream.
* Facilitates and monitors the Scrum process from inception through delivery.
* Worked with Product and Solution Management, Product Owners, and other stakeholders to help ensure strategy and execution alignment from portfolio to team level tasks.
* Effectively guide and facilitate the sprint ceremonies to consistently achieve the sprint goals.
* Good Knowledge of **Planning PokerEstimation**.
* Ability to prioritize tasks, multitask and execute them to perfection. Also, able to work in a high- pressure environment and capable of working in a team as well as individually

Technical Skills

* **Agile Management Tool : Version One, Jira, Confluence, Kendis**
* **Domain : Banking, Insurance, Healthcare**
* **RPA Tools:** UiPath
* **Languages: C**#, Java
* **Database:** SQL
* **Banking System** : AS400 Equation, Bankpay
* **Test Suite :**HP Quality Center , Jira
* **Office Tools :** Microsoft Visio,

**Certifications**

* **SAFeAdvance Scrum Master**
* **SAFe Scrum Master**
* **SAFefor Teams**
* UiPathRPA **Business Analyst**Foundation
* UiPathRPA **Solution Architect** Foundation
* UiPathRPA **Implementation Manager**Foundation
* Three months training in **SAP ABAP** in IGATE with L1 exam certified

**Education:** BE in Electronics Engineering with First Division

**Employment History**

* Currently Working with **DBS Bank** From April 2023 to Till Date
* Worked with **O2F Info Solutions (Infosysy)** from Mar 2022 to Mar 2023
* Worked with **Amplify Life India Pvt Ltd** from Jan 2021 to Dec 2021
* Worked with **Tech Mahindra Ltd** from Mar 2019 to Jan 2021
* Worked with **Gallagher Service Centre LLP** from Sept 2018 to Mar 2019
* Worked with **Capgemini** from Jun 2014 to Aug 2017

**Project Profiles**

**Projects 1**

**Project:** DBS Bank (Singapore)

**Type:** Compliance – Jar Upgrade

**Role:** Agile Coach and Scrum Master

**Description:** This project has been initiation by DBS Core Banking EASRE Projects and BAU Team

**Responsibilities:**

* Coaching the team on Agile Framework and Scaled Agile Framework (SAFe).
* Transformed Waterfall Project to Agile.
* Monitored and ensure timely Project delivery.
* Engaged at all stages of the Agile development Processes, including initiating, planning, implementation,
* Facilitate Backlog refinement meeting and story point estimation using planning poker, Daily Scrum meetings, Sprint Retrospectives and implement the process Improvements.
* Coordinated and collaborated on cross-functional activities in the project, acted as a bridge between the development team and business and Leadership.
* Facilitate the Release Planning meeting.
* Mentors the product owner in creating product backlog items, acceptance criteria and prioritizations.
* Regularly monitor and control the metrics to meet project/product goals.
* Maintain and communicate relevant metrics -velocity, burn-up / burn-down charts using JIRA.
* Coached the team on implementing the agile best practices like –Pair Programming, CI & CD.
* Organize the Sprint review meeting with product stakeholders.
* Resolve any impediments preventing the team from meeting the Sprint goal by reaching out to larger company network.

**Projects 2**

**Project:** Citi Bank (Infosys)

**Type:** Compliance – Jar Upgrade

**Role:** Scrum Master

**Description:** This project has been initiation by Citi Bank stake holders with the objective of

Bringing application tech stack to non vulnerable versions.

**Responsibilities:**

* Facilitate the Release Planning meeting.
* Mentors the product owner in creating product backlog items, acceptance criteria and prioritizations.
* Facilitate Backlog refinement meeting and story point estimation using planning poker.
* Facilitate sprint planning and estimation, Daily Scrum meetings.
* Facilitate the Sprint Retrospectives and implement the process Improvements.
* Regularly monitor and control the metrics to meet project/product goals.
* Maintain and communicate relevant metrics -velocity, burn-up / burn-down charts using JIRA.
* Coached the team on implementing the agile best practices like –Pair Programming, CI & CD.
* Organize the Sprint review meeting with product stakeholders.
* Resolve any impediments preventing the team from meeting the Sprint goal by reaching out to larger company network.

**Project 3**

**Project:** Oman Arab Bank [Muscat, Oman]

**Type:** Robotic Process Automation

**Role:** Scrum Master

**Description:** This project has been initiation by Oman Arab Bank stake holders with the objective of transformation of existing development methodology to Agile SAFe for faster, effective releases

**Responsibilities:**

* Mentors the product owner in creating product backlog items, acceptance criteria and prioritizations.
* Facilitate Backlog refinement meeting and story point estimation using planning poker.
* Facilitate sprint planning and estimation, Daily Scrum meetings.
* Facilitate the Sprint Retrospectives along with Sprint Review and implement the process Improvements.
* Regularly monitor and control the metrics to meet project/product goals.
* Maintain and communicate relevant metrics -velocity, burn-up / burn-down charts using JIRA.
* Coached the team on implementing the agile best practices like –Pair Programming, CI & CD.
* Resolve any impediments preventing the team from meeting the Sprint goal by reaching out to larger company network.
* Facilitates the Deployment meeting and finalize the plan.

**Project 4**

**Project:** GGB UK Indexing

**Type:** Robotic Process Automation

**Role:** Scrum Master

**Description:** GGB UK is the Process which involves Smart Application in which request will get created once a mail from different branch managers hits the zonal mail box incorporated with the Smart tool. Processors will process the request comprises of Invoice and fetch the details from Invoice and Email and feed it to the different Fields in Smart application. Once request is completed Next team will E-File the request.

Completed process is divided in two phases while considering for Automation as a human judgment part is there which is not standard and having 12 different Fields under the scope of Automation.

**Responsibilities:**

* Facilitate the Release Planning meeting.
* Mentors the product owner in creating product backlog items, acceptance criteria and prioritizations.
* Facilitate Backlog refinement meeting and story point estimation using planning poker.
* Facilitate sprint planning and estimation, Daily Scrum meetings.
* Facilitate the Sprint Retrospectives and implement the process Improvements.
* Regularly monitor and control the metrics to meet project/product goals.
* Maintain and communicate relevant metrics -velocity, burn-up / burn-down charts using JIRA.
* Coached the team on implementing the agile best practices like –Pair Programming, CI & CD.
* Organize the Sprint review meeting with product stakeholders.
* Resolve any impediments preventing the team from meeting the Sprint goal by reaching out to larger company network.
* Analyzed process models as they are (As-Is), compare them to the future and improved designs (To-Be) and determine the necessary changes for arriving at the improved state
* Designed solutions which assist Business Operations teams to work efficiently with increased productivity thus generating long-term cost benefits
* Created accuracy report of bot and under the term of Variance Analysis
* Analyzing Business Operations within the scope of Robotics Process Automation (RPA) for clients
* Part of BRD Document generation team
* Facilitates the Deployment meeting and finalize the plan.
* Drive the production Deployment.

**Project 5**

**Project:** Willis Claims Email

**Type:** Robotic Process Automation

**Role:** Scrum Master and RPA Techno Functional Consultant

**Description:** Willis is the world’s third largest insurance broker company. It has various business processes spread across continents which include creating contract documents, conducting KYC checks on customers, processing invoices, receiving payments etc. of all the processes, few processes have been picked for automation.

**Responsibilities:**

* Facilitates and monitors the Scrum process from initiation through delivery.
* Facilitate Backlog refinement meeting and story point estimation using planning poker.
* Facilitate sprint planning and estimation, Daily Scrum meetings and Sprint Retrospective Meetings.
* Organize the Sprint review meeting with product stakeholders.
* Maintain and communicate relevant metrics -velocity, burn-up / burn-down charts using TFS.
* Resolve any impediments preventing the team from meeting the Sprint goal by reaching out to larger company network.
* Coordinating the Onsite and offshore deliverables.
* Support User Acceptance Testing.
* Analyzed process models as they are (As-Is), compare them to the future and improved designs (To-Be) and determine the necessary changes for arriving at the improved state
* Created accuracy report of Bot and under the term of Variance Analysis
* Analyzing Business Operations within the scope of Robotics Process Automation (RPA) for clients
* Part of BRD Document generation team

**Place:** Pune (Name)

**Date:** Radha Pund