**CURRICULUM VITAE**

**NAFEES UNNISA**

H.NO: B-40/F4

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**OBJECTIVE:**

I am looking to obtain an opportunity in an area of a success driven organization, which can provide enough challenges to expand my horizons as well allow using creative and interpersonal skills to their full potential.

Having an overall experience of **11+yrs** in **GIS Domain (Google Maps)**

* Minivista in **July 2011** **to May 2017**
* internal Transition moved to Wipro in **June** **2017 to Till Date.**
  + **Trainer Role (2017 to 2019).**
  + **Training lead (2020 to Till Date)**

**SUMMARY-**

* ***TTT Certified Trainer(2022)***
* ***FLM Certified (2020)***
* ***Best Trainer certificate in 2017.***
* Won Superlative certificate for 2d Buildings.
* Won Superlative certificate for Beegees.
* Reward and Recognition
* Pragathi Award (2019) Ideathone for (Address match POI’s Card)

**Projects:**

* Projects worked for Google Maps
  + Beegees(POI’s)
  + Geocodes and compounds
  + Indoor ( POIS and sections)
  + Cabrio POI’s
  + Cabrio Geocodes.
  + Biz view (POI’s)
  + HTO (POI’s Voice process)
  + LTO (Non voice process)
  + Kramer (Access point)
  + Crowdcompute (POI’s)

**Work Experience:**

**1. Organization : Wipro (2017 to Till Date)**

**Client : Google**

**ROLE: *Assistant Manager GOOGlE MAPS.***

***Team Management & Governance***

* Handling multiple projects 300Hc.
* Trainers aligned under are 5Hc.
* Review performance and conduct performance discussions
* Define trainer deliverables and conduct one-on-one discussions
* Responsible and work closely with business for any escalations, RCAs and

training support

* Perform RCA (root cause analysis) for productivity/quality drops. For the team or corrective action plan.
* Perform quality audits and share quality feedback.
* Identify the Gaps and come up with solutions.
* Manage the operation floor walk on a regular basis clearing any Gaps related to the project. Covering approximately 15-20 Associates and Pod leads.
* Learning new projects as per the requirements.

***Training & Development***

* Govern the overall training function
* Training interventions as per the learning gaps identified
* Overall governance and monitoring of NHT batches and planning
* Ensure Training Throughput Attrition & Duration

***Policy & Content Creation***

* Ensure the overall Policy function is running efficiently
* Enable trainers in creating appropriate training content and adopt best practices for content creation
* Manage the overall policy creation to dissemination lifecycle
* Ensure all policy / workflow documentation is accurate and up-to-date

***Client Interfacing***

* Attend all relevant client meetings and act as the primary point of contact for the client
* Ensure all client tasks are delivered based on commitments.
* Create and present Training slides as part of business reviews
* MBR and WBR deck presentation and handling meetings with the operations team.
* Attending Client meetings MBR and WBR

**Project: HTO & LTO**

* Updating the POI’s data in the pushpin tool.
* Voice and Nonvoice process.

**Project: Bizview**

* Crowd compute tool worked on POI’s (Address match and POI diff) and mmeka project.
* Bizview is a process where we need to match POI business names by using a Bizview tool.
* Matching and identifying the images by using image and view code.

**Project: Kramer**

* Updating the Access points on POI’s data in the Kramer tool.

**Project: Indoor**

* Indoor mapped building were we work on POI's (Point of Interest) like Shopping Malls, Transit station, University, Hospitals, Airport etc
* Based on overlays given by the partner we create POI’s, Section, Buildings and Grounds
* Work on the different Levels and work on all the individual POIS on that particular level
* Based on the available resources like street view, geocode sequence, official website and storefront we will annotate & associate the POI to the respective Section.
* Assigning the relation to the POI's basis the business occupant in that particular sections
* Completing the Individual mall within the required time with best quality & accuracy

**Role: Analyst Meta Quality Control (Minivista- 2016 to 2017)**

**Project : Ground Truth.**

**PROJECT 4**: (Beegees & Geocodes and Compounds).

Every stage consists of its own QC and Meta (Quality Control) Stage where quality is the main concern of this project.

After completion of all stages this will be integrated with a path finder where it will estimate the time period for traveling.

● Checking the quality of the QA team.

● Understanding the business requirement specifications.

● Involved in daily and weekly targets.

● Achieved Super and Superlative Certificate for Good Performance.

**PROJECT 3**: Beegees ( POI’s and Geocodes) **(Minivista- 2014 to 2015)**

* After All the basic stages of mapping is done, we analyses the data and creates geocodes & work on POI's (point of Interest) Like Shopping malls, University, Transit, Hospitals, Airport, Parks Etc
* Based on the available resources like street view, geocode sequence, official website and storefront we will annotate & associate the geocode & POI to the building.
* Assigning the relation to the POI's basis the business occupant like partially occupies, specifically occupies & fully occupies.
* Completing the city within the required time with best quality & accuracy

**PROJECT 2**: (Building enhancement-2D Building) **(Minivista- 2012 to 2014)**

* Create graphical representation of 2D and 3D structures of geographical information using Google software.
* Move, copy, delete, drawings on editing mapping by using specific Mapmaker.
* Meeting the targets and completing the work on time for the successful launch of the project.

**PROJECT 1:** (E-Books- Goodoctor Operations) **(Minivista- 2011 to 2012)**

* Worked on E-books content editing of text, format, alignments, graphics and lay-out corrections according to specifications and standards using software tools.
* Review & edit written articles for grammar, verbiage, comprehensibility in order to make them error free.
* Meeting the targets and completing the work on time for the successful launch of the project.

**Educational Qualification:**

* B.SC Graduate from St. Ann’s Degree College for women.
* 10+2 from St. Ann’s Junior College for Girls.
* SSC from Loyola Girls High school .

**Technical Skills:**

* Ms Office, Excel and Presentation.
* CorelDraw, Photoshop, Adobe Professional 8.0.

Place: Hyderabad

Date:Nafees Unnisa