A blue and yellow diamond shaped sign

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PAVANI K

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**PROFESSIONAL SUMMARY:**

* Portfolio Manager with 16 years in IT, Retail, Telecommunication, Consulting and Real Estate Firms
* Scrum master and project manager of Federal projects for multiple US Federal and State Govt contracts.
* As part of Govt projects have experience in reviewing RFP, requirement gathering, solution engineering, cost estimation, risk management, CLIN and rate setup, dashboard reporting to management and stakeholders
* Extensive agile experience in various roles, expertise in Scrum, Kanban, SAFe Principals, Automated Testing, Continuous Integration, JIRA and Confluence.
* Designed user experience in Govt online application for Federal EIS Contract
* Expertise in delivering in tight schedule, working across geographies for multiple scrum teams of 50+ members and exceeded client expectations
* Led business IT workshops involving Architects, End users & Technical teams
* Expertise in Vendor Management
* Skilled in streamlining deliverables and schedules to ensure maximum customer satisfaction and business revenue
* Accountable for budget, scope, schedule and delivery of projects, in fast-paced environment
* Strong experience in implementing end-to-end applications in Waterfall and Scrum AGILE methodology. Worked in all phases of implementation - initiation, planning, designing, building, testing, UAT, delivery and post launch support
* Proven ability to bridge technology and business goals to provide productive solutions. Ability to analyze and implement Process improvements as necessary
* Led interdisciplinary/cross-functional teams, distributed globally, to develop and deliver projects
* Effective leader who motivates and builds synergistic teams that achieve peak productivity levels
* Creation of project estimates/budgets and scope outline
* Ongoing collaboration with counterparts and clients to ensure seamless project execution
* Liaising with Project Managers, Release managers, Change managers, Demand managers, Testing managers from various DC

### **Certifications:**

* SAFe® 6 Scrum Master
* SAFe® 5 Scrum Master
* PSM1 from Scrum org
* Microsoft Certified Technology Specialist: Microsoft Desktop Optimization Pack, Configuration

### **Tools and Technologies**

**PMO Tools:** Microsoft Azure Dev Ops / VSTS, Jira, JQL, MS Share point, Confluence, HP Service now, Microsoft 0365

**Virtualization & Cloud Technologies:** VMware, MS App-V, Hyper-V, GCP, Azure, Snow, Splunk

Security Tools: CyberArk

**Operating Systems**: Windows XP/7/Vista/8/10, Windows Server 2003/2008/2012, Unix, Linux, Mac

**Languages:** VB Script, WISE Script, PowerShell 3 0, XML & HTML

**Imaging & System Admin Tools:** SCCM 2012 R2, SMS, Active Directory, Group Policy, OSD Packaging Tools: WISE, Admin Studio

### **EDUCATIONAL QUALIFICATIONS:**

* **Master’s in mathematics** and computer science, 2005, Osmania University, Hyderabad, India

### **CARRER GRAPH**

**Company: PamTen**

**Client: Verizon**

**Role: Portfolio Manager**  **June 2023 - till date**

**Responsibilities:**

* Overseeing the projects at a high level. Health check on the projects in the portfolio
* First level escalation for the scrum master’s to help manage the risk of the project
* Foster relationship with stake holders
* Roadmap facilitation and enable transparency within the value areas
* Project kick off meetings and support planning the project activities
* Double click the RED/AMBER projects and help drive the issues to make sure project is back to Green
* Jira Dashboards, JQL queries, Release Plan creations
* Conduct knowledge sharing sessions on Agile and Verizon process to the Scrum masters
* Conversation with DM/PMO/PO related project billing and funding
* Ensure the Scrum masters understand the echo system
* Create transparency around projects and ensure data integrity in delivery tools
* Following up issues/blockers for the Scrum masters to make sure the projects are on track to the release dates. Take a lead on escalating and tracking them to closure.
* Quick turn around on the production issues/customer escalation
* Help Scrum master to raise the Change Request, Release management tasks,
* HLA, LLD discussion with Enterprise Architect
* Acting as a back scrum master when Scrum masters on leave.
* Drive the calls with the lead development directors
* Bringing value add to the program with identifying synergies between the projects
* Support the Agile Processes and the company standards

**Role: Scrum master for Public Sector project** **Oct 2021 - June 2023**

**Responsibilities:**

* Create a Safe environment for the teams to work on the deliverables
* Putting team together to stay focused on the goal of the project
* Coordinate with the development teams and the testing teams to remove the blockers
* Work with other scrum master’s for the dependency Epics and make sure our deliverables are met
* Having discussion with the business on the use cases and the working on creating the user stories
* Facilitating the demos to the business
* Facilitating resolution of impediments at the working team level
* Sheild the team from external interfaces
* Digital health support
* Be part of the roadmap planning process
* Grooming the user stories with all the relevant parties
* Operating among the cross-deliverable teams to make sure that the stories are completed as planned
* Working with the E2E, SIT, QA and UAT teams for getting the aligned stories to the enterprise release
* Working with team on the retrospectives and creating those changes in the subsequent releases
* Providing the weekly updates to the leadership and seeking their guidance as needed
* Managing the budgeting of the project
* Coordinating with the front door systems to align the stories for the planned releases

**Company: PamTen**

**Client: Robert Half**

**Role: Project Manager July 2021 – October 2021**

**Responsibilities:**

* Overall management of the Project right from Charter creation, Budget approvals, Vendor management to the closure of the project
* Work with Technical teams and identify the risks and work on mitigation plan
* Taking care of change management approvals and following the ITIL process
* Talk to business to understand the use cases
* Walkthrough sessions with the business
* Identify alternatives for the implement of the project to mitigate the risk
* Weekly reports to the executives and project stake holders
* Deliver the project within the committed time frame
* Work on Jira and SNow to track project activities
* Quarterly roadmap planning
* Vendor evaluations and vendor conversations w r t RFP, RFQ
* Define delivery checklist and track day to day task and provide regular updates to the customer

**Company: PamTen**

**Client: Walmart**

**Role: Project Manager November 2020 – July 2021**

**Responsibilities:**

* Responsible for scrum ceremonies like Backlog grooming, Sprint planning, Daily Scrum, Sprint demos, Sprint retrospective
* Adhere to the sprint commitments and facilitate discussions across the team and close the dependencies and blockers
* Managing the stakeholder’s expectations, track the milestones to closure
* Creating and defining epics as per the initiatives and managing the Jira activities
* Identify the risks and work on mitigation plan
* Manage date center migration projects in the data platform area
* Send the delivery reports to the stakeholders
* Manage the software lifecycle for developing Java based applications
* Drive the innovations and action item tracking
* Involved in Roadmap for FY 22 and involved in Quarterly planning
* Managing Jira activities including Epic creation and managing and checking story health
* Generation of reports and view filters
* Managing project activities in confluence page
* Regular scrum ceremonies which include Planning, daily standup, Sprint review Retrospective
* Initiate Back log refinement with business team to make sure the business priorities are addressed

**Company: Tata Consultancy Services August 2012 – November 2020**

**Client: PwC**

**Project 1: Lotus notes Sunset**

**Role: Scrum Master**

**Responsibilities:**

* Implemented multiple modules in Web Based application
* Worked with Business, Product Management and Engineering to successfully implement the defined scope, agreed cost & schedule
* Collaborate with the Product/Domain Owners across PWC on project planning, daily stand-up meetings, reviews, retrospectives, sprint and release planning, demos and other Scrum-related meetings
* Provided estimation and planning across the program lifecycle resulting in project plans and detailed project tracking controls
* Applied Risk Management methodologies to assess technology risks and ensures all identified project risks have been mitigated
* Presented weekly/monthly reports that reflect the status and health of the projects to the senior Management and the work effort is tracked in Azure dev ops (VSTS)
* Participated in Scrum forums and contributed to Best Practices as part of the Scrum implementation

**Project 2: Workday**

**Role: Scrum Master**

**Responsibilities:**

* Worked in SAFe environment with 3 teams as Scrum master
* Worked with Program Management, Product Management, Engineering and multiple Stakeholders
* Implemented the Workday in PWC and coached the team in Agile Framework and Best Practices
* Provided the highest level of support to the team using a servant leadership style and leading by example
* Facilitated the Scrum ceremonies – Daily Stand Up, Grooming, Sprint Planning, Review Retrospective
* Managed multiple small- and large-scale initiatives simultaneously, Worked with 3rd party vendors as part of Project
* Identified and managed Internal and External project risks to help resolve dependencies, blockers and conflict. Track the risks until mitigated
* Planned, scheduled and tracked project milestones and timelines and deliverables. All the work effort is tracked in Azure dev ops (VSTS)
* Defined project success criteria (DOD) and conducted retrospectives to create recommendations report to identify successful and unsuccessful project elements
* Presented detailed weekly/monthly reports to Executive & Senior Management and Stakeholders
* Participated in PM forums and Process definition/improvement and contributed to Best Practices as part of the Project Management Office

**Project 3: Automation & Healing (Stabilization program)**

**Role: Project Manager**

**Responsibilities:**

* Worked with Program Management, Product Management, Engineering and multiple Stakeholders
* Implemented the automation & healing methods in PWC and coached the team in Agile Framework and Best Practices. Provided the highest level of support to the team using a servant leadership style and leading by example
* Facilitated the Scrum Rituals – Daily Stand Up, Grooming, Sprint Planning, Review Retrospective, Facilitated PI planning
* Managed multiple small- and large-scale initiatives simultaneously, with varying degrees of complexity and varying & tight Timelines. Managed end-to-end project implementation - Original concept through delivery
* Identified and managed Internal and External project risks to help resolve dependencies, blockers and conflict. Track the risks until mitigated
* Planned, scheduled and tracked project milestones and timelines and deliverables. All the work effort is tracked in Azure dev ops (VSTS)
* Defined project success criteria (DOD) and conducted retrospectives to create recommendations report to identify successful and unsuccessful project elements
* Presented detailed weekly/monthly reports to Executive & Senior Management and Stakeholders
* Participated in PM forums and Process definition/improvement and contributed to Best Practices as part of the Project Management Office

**Project 4: Desktop Optimization**

**Role: Team lead**

**Responsibilities:**

* Presented weekly/monthly reports that reflect the status and health of the projects to the senior Management and stakeholders. All the work effort is tracked in Azure dev ops (VSTS)
* Extended the Active Directory schema for Configuration Manager 2012
* Implemented DNS for external name resolution
* Helped the team members with technical issues while doing the SCCM deployments
* Setup Managed service accounts for the domain
* Installed and configured IIS
* Develops tools and utilities to enhance and automate the PwC desktop build and deployment process for Firm standard images across the US
* Develops, documents, and enforces the standards, security procedures, and controls for access to ensure integrity of the Windows Systems, Active Directory, and related systems
* Used Hyper-V and created virtual machines and maintained the environment
* Make sure that the environment complies with information security policies and technical standards, report and remediation of non-compliances
* Used troubleshooting tools like Trace32 for reading the Log files
* Client PC life cycle management which includes new hardware deployment, OSD, ESD, data migration, & related documentation/communications
* High level procedures/automation for most of the client/desktop projects
* Worked on the MBAM installation and the Bit locker Recovery
* Managed the complete Windows 10 migrations for UK, US, Caribbean regions

**Company: Wipro Technologies February 2008 - August 2012**

**Client: Microsoft**

**Role: Window System Administrator**

**Responsibilities:**

* Used Wise Package Studio, Admin Studio applications for repackaging the applications. Repackaged 130+ applications that include applications from Microsoft, Cisco, Vodafone, Swiss Re, Novatel vendors
* Worked on Silent Installs for certain application to automate them for software distribution
* Packaged applications for Windows XP & Win7 in a Lock Down Environment
* Packaged and scripted various Microsoft Application like Office, Adobe, Internet Explorer and other office Products
* Used Setup capture for creating (MSI) for various vendor EXE’s
* Virtualized applications using Microsoft APP-V, implemented advanced app-v deployments such as read-only cache for VDI
* Created Transforms (MST), Merge Modules (MSM) and Patches (MSP) per the package requirement
* Handled SMS and SCCM deployments to distribute the packaged application across the organization to mee the company compliances
* Created Upgrades for the existing packages
* Utilized Active Setup process to make files or registry keys work on per-user basis
* Worked on .REG files like creating and merging, debugging the invalid entries

**Personal Details**

**References**: Furnished on Request