**RENUGA VENUGOPAL**  

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**PROFESSIONAL SUMMARY**

* Around **14+** **years** of professional experience with outstanding knowledge in **Project Management, Agile Team Management, Business Intelligence, Business Analysis & Reporting, Data Analysis and modeling, Project control, Project Financial Analysis, Assets Management, General Ledger, Account Reconciliations, Accounts Receivable,** in **Ford Motor Company**.
* Presently working as **Senior Lead Business & Reporting Analyst** doing process improvements, analyzing accuracy of Project Financials reports & system, effectively analyzing reports and generating dashboards using **Tableau, MS Excel, Power Apps, Power Automate, Share point, SQL, Alteryx and Qlik sense.**
* Experienced in Design & Development on Cloud Solutions based on Microsoft Power Platforms (**Power Apps, Power Automate, Power BI**)
* Experienced in Data modelling/building/ blending/analysis/ mapping/ warehousing from multiple sources by using **ETL** tools & **SQL**. (Professionally **certified in Alteryx Core Developer**)
* Extensive experience in the areas of Program/ Project Delivery, Technology Integrations/ Implementation, Process Improvements, Business Analysis and Team Management using Agile methodology.
* Effective **Agile team facilitator** with excellent understanding, analyzing and documenting Business Requirements, Functional Specifications, Business Process Flow, and Prototyping. Functioning team with Daily Scrum, Planning, estimating Story Point using T-Shirt sizing techniques, Sprint/ iteration building, Monitoring User stories, Retrospective meetings, backlog grooming, scrum of scrum.
* Worked closely with various project stakeholders, SMEs, and staff to understand, evaluate artifacts including business requirements, functional requirements, and design specification for new applications along with enhancements.
* Good knowledge in conducting GAP Analysis, Impact Analysis, modeling Businesses Processes, and prepared Training Manuals and Knowledge Transfer manuals.
* Proficient in **Financial Analysis, Estimation, Planning and Execution using Agile project management methodologies** with quality deliverables.
* Proficient & well experienced in preparing monthly **Financial Reports - Budget, Billing, Accrual and Forecasting**.
* Highly competent in complicated analysis of financial systems and generating Business statistics and insights.
* Anticipates / identify problems by conducting appropriate analyses, seeking innovative and simple solutions.
* Energetic, self-motivated professional and exhibit good leadership skills to manage the challenges for opportunity and growth of the team.

**ACADEMIC DETAIL**

Bachelor of Business Management (**BBM**)- GVG, Bharathiar University, Coimbatore (Direct)

Master of Commerce (**M. Com**) – GVG, Bharathiar University, Coimbatore (Direct)

Master of Philosophy in Commerce (**M.phil.**)- NGM, Bharathiar University, Coimbatore (Direct)

Master of Business Administration (**MBA**) Periyar University, Salem (Distance)

**CERTIFICATIONS**

* Alteryx - **Alteryx** Designer Core certified
* LinkedIn- **Tableau** & **Qlik** **Sense**
* Ford Internal - Design Thinking & **Agile** Framework, Accounting and Financial Analysis, etc.
* Skill Up- **Project Management**
* Management and Strategy institute – Project Management
* **JIRA** Project Management \_Great Learning & Project Management \_Great Learning
* **PGDCA**, **Tally**
* Microsoft certification - **Power App**

**TECHNICAL PROFICIENCIES** (IT Skills & Application knowledge)

**Tools Knowledge**

**BI Tools –**MS Office & Excel, Alteryx, Tableau, SharePoint, Visio, Power App, Power Automate, Qlik sense, Power BI & SQL.  
 **Reporting Tools** *-* Oracle- PeopleSoft, SAP, ERP, CA PPM Clarity, Mainframe & SAM Audit tool **Project Management tools** –Quality Center & Rally (Agile), MS Project Management, JIRA, Confluence.

**Finance and Accounting -** Financial Management, Asset Management, Business Analysis, Account Reconciliation, General Ledger management, CPARS (mainframe system), Apptio, Ariba.

**PROFESSIONAL EXPERIENCE:**

**Project Manager – BI / Power BI analyst (IT) – Current**

Company : IT Rysources **(USA)**

Client : Confidential

Key Skills and Tools: **Generate Business Intelligence dashboards and reports & Process Automation**

MS Excel, Alteryx, SharePoint, Power App, Power Automate, Power BI ( Dax, Power Query, Report/Dashboard, visualization , Microsoft office, Power Point, Microsoft Word, SQL.

Rolls and Responsibilities :

* Develop Reports and dashboards and dynamic visualizations in Excel, Power BI. Expertise in ETL & SQL tool in Data Blending and Data transformation.
* Performed product management and product development business analysis, maintaining product line reporting for technology asset portfolios within commercial enterprise product.
* Created Microsoft databases to provide complete inventory of all on hand, in order and implemented telecom equipment, services and costs.
* Created Microsoft Visio Network Diagrams for new and existing client fiber implementations and network diagrams. Coordinated, scheduled and managed new and existing fiber optic implementation projects.
* Analysed invoices to increase cost-savings amongst service providers and technology vendors. Assisted in writing and responding to RFP/RFQ's and partnered associate engagements.
* Retained current clients through strategic project design, development and presentations and online marketing media. Created EBFs (Electronic Billing Files) from carriers' raw billing data simplified, frontend, internal databases.
* Provided administrative and billing support of managed services clients. Development of the Reporting group workflow process in a condensed SDLC in TFS for batch and Emergency delivery of client reporting requests.
* Coordinate and facilitate needed design sessions, project/product scope and development iterations with teams program, product and development.
* Partnered with product development owners, venters and product engineers to derive and delineate business requirements into singular user stories, large epics and categorical themes for dissemination into work Items and tasks to impacted work groups.
* Strong in Project Improvements, Customer service, Process Automation.

**Project Manager / BI Analyst / Reporting Analyst (IT) - From Jan 2020 to April 2023**

Company : Ford Motor Company

Region Supported : Global

Key Skills and Tools : **Generate Business Intelligence User interface/ dashboards and reports / Project Management**

MS Excel, Alteryx, Tableau, SharePoint, Power App, Power Automate, Power BI, Microsoft office, Power Point, Microsoft Word, CA PPM Clarity, SQL, Agile Project Management and Tracking.

Rolls and Responsibilities :

* Develop dashboards creative, stunning, and dynamic visualizations in Tableau, Excel, Power BI that empower decision makers.
* Expertise in ETL & SQL tool in Data Blending and Data transformation.
* Strong in Project Improvements, Customer service, Process Automation & Leadership.
* Extensive experience, technical knowledge of both Tableau Desktop and Tableau Server from an administrative and a consultative standpoint.
* Provided analysis and support of company-wide business processes, team organization for all process, reporting, budgetary, and business planning requests.
* Provided quality overviews within the enterprise business sector to identify and correct inaccuracies within artifacts, documentation and workflow processes.
* Established proficiency in Design and Development of web-based application, Automations using MS Power Platforms (Power App, Power Automate, Power BI) & SharePoint & Excel.
* Developed, monitored, and enforced established Agile Management Processes including daily stand-ups, backlog grooming, sprint planning, and retrospectives.
* Efficiently manage time for timely project deadlines as well as ad hoc requests.

**Project Manager / Senior Business/ Reporting Analyst (IT) - From Jan 2019 to Jan 2020**

Company : Ford Motor Company

Region Supported : Global

Key Skills and Tools : **Generate Business Intelligence dashboards and reports / Project Management**

MS Office & Excel, Alteryx, Tableau, SharePoint, Power App, Qlik sense, CA PPM Clarity, Agile Project Management and Tracking, CPARS, Apptio, Ariba.

Rolls and Responsibilities :

* Develop dashboards creative, stunning, and dynamic visualizations in Tableau/ Qlik Sense/ Excel that empower decision makers.
* Interacts with business to collect requirements, perform detailed data analysis, translate the business needs into business requirement document and plans for creating dashboards.
* Expertise in using Alteryx Data Blending tool. Alteryx Core Certified.
* Worked extensively with Advance analysis Actions, Calculations, Parameters, Charts, Maps, Trend Lines with Statistics to create most complicated dashboards.
* Demonstrated translate a question into a visualization which provides insight and answers the question.
* Extensive experience, technical knowledge of both Tableau Desktop and Tableau Server from an administrative and a consultative standpoint.
* Expertise in Design & Development of User Interfaces, flows using Power Apps, Power Automate, Power BI , Share Point and Excel.
* Efficiently manage time for timely project deadlines as well as ad hoc requests.

**Project Financial Management & Business Value Realization Analyst (IT) - Apr 2017 to Dec 2018**

Company : Ford Motor Company

Region Supported : North America & Asia Pacific

Key Skills and Tools : **Project Planning, Value Realization & Financial reports / Management**

MS Office & Excel, Alteryx, Tableau, SharePoint, CA PPM Clarity, Agile Project Management, PCAM – Project control & Asset management (Oracle- PeopleSoft), CPARS, Dorf - Time keeping and project management system, Apptio, Ariba.

Rolls and Responsibilities:

* Planned and Managed projects using both Waterfall and Agile/SCRUM methodologies.
* Reviewed Monthly financial results and provided analysis for divisional budgets and forecasts to management by creating cost plans, budget plan using CA PPM tools (Clarity).
* Serve as Senior Business Analyst for agency management and mobile in-home healthcare applications bridging gaps between product and software development teams to ensure release and delivery of committed software applications, modules, functional and technical components.
* Serving the Product group working alongside QA, design and development teams to resolve issues from a commercial and technical perspective.
* Own and train resources on the CMMI SDLC standard workflow processes in MS TFS VS shell and Web assurance of relationships, content, creation and effectuation of the lifecycle using Visio workflow and process diagrams.
* Collaborate with product managers, business stakeholders, application engineers, and business to derive detailed solutions using story board and analysis workflow templates in TFS and PowerPoint.
* Performed ICD-10 and Rx/CUI pharmaceutical database indices implementation, communications, resource allocation, impact assessments, and technical and functional requirements.
* Coordinate CMS regulatory guidelines into new functional and technical requirements to meet regulatory guidelines and implementation timelines.
* Work with development and QA teams to throughout the development cycle to ensure solutions built meet business requirements.
* Define functional and data requirements of Sandata applications and products for 485/487, Oasis, claims, orders and goals, visit notes and skilled care assessments, medications, diagnosis codes for data continuity, mapping and integration in java and .net main and secondary systems.
* Perform requirement gathering, use cases, BRDs working under Agile in mobile and web application development (Android/IOS).
* Development of TFS shared queries and reports for SDLC management of WIs to iteration and product version in support of application configuration states.
* Creation of functional, technical and defect work item template and metadata standards. Development of the WebTracker/ Jira 2009 into TFS triage workflow process for the Triage team to ensure validation and accurate entry of resulting work items into the SDLC of TFS.
* Consultant to major IT Projects teams (PFM); Guide to manage yearly budget accordingly to the right account under right budgeted program. Effectively monitor and reconcile monthly actuals by validating with other financial systems (General Ledger, Payment systems, time keeping system, billing system & sub ledger).
* Periodically measures program actuals and assess transformational benefits of the projects for organisation and present to top management on a quarterly basis towards decision making on project endurance or decommission.
* Using in Tableau, Excel & Alteryx tools, developed Monthly Project Financials Reports and presented to top management.
* Accountable for performance standards within the Incident Control team
* Ensuring operational effectiveness and efficiency of Incident Management process

**Financial & Vendor Management Analyst/Business Analyst (IT) -Jan 2015 to Mar 2017**

Company : Ford Motor Company

Region Supported : North America, Canada, Mexico, Europe, China & Asia Pacific

Key Skills and Tools : **Project Planning, budgeting , Forecasting, Billing, Financial reports, and Supplier Management**

MS Office & Excel, Alteryx, Tableau, SharePoint and Agile Project Management, CA PPM Clarity.

Ford Internal tool - Project control & Asset management, Time keeping and project management system, SAM Audit Tool, CPARS, Apptio, Ariba.

Rolls and Responsibilities :

* Implemented Dashboards for the Primary actives in Application Development- Business Office
* Performed and presented monthly IT Billing & IT accrual to Management.
* Proficient in Time keeping system, approval, vendor management and billing system.
* Lead the team on ticket management, process simplifications, Daily stand up/ metrics, Monthly metrics.
* Lead team in automating routine process using Alteryx & Tableau.
* Reconciled vendor system & Local Time keeping reports towards yearly payment to vendor.
* Automated manual audits with minimal people intervention towards organisational cost saving plans.
* Prepared yearly budget requirement, headcounts towards available projects and presented to finance team for Project budget transfers.
* Supported global customers – people setup, organisation setup, project setup, fund transfer, people change, management change, project change or fund transfers in local timekeeping system.
* Performed business approval on spending agreement requests by validating budget availability, need of the project, accounting system and allow project team to use funding on their projects.

**Finance Analyst (Accounting & Finance)–June 2014 to Jan 2015**

Company : Ford Motor Company

Region Supported : Asia Pacific

Key Skills and Tools : **Payroll reports, Customer quires and Business Operations support**.

MS Office & Excel, Alteryx, ADP Payroll system, Dorf - Time keeping and project management system.

Rolls and Responsibilities :

* Maintains payroll processing system and records by gathering, calculating, and inputting data using Local Payroll System.
* Identifies, investigates, and resolves discrepancies in timesheet and payroll records based on customer queries.
* Handles changes in job status, and job titles based on customer queries.
* Validate Reimbursement requests or claim forms from users.

**Project Manager and Asset Management analyst (Accounting & Finance)–Jan 2012 to June 2014**

Company : Ford Motor Company

Region Supported : North America, South America, Canada, Mexico & Asia Pacific

Key Skills and Tools : **Project setup, accounting, approvals, maintenance and Asset Management**

MS Office & Excel, Ford Internal tool - Project control & Asset management, Time keeping and project management system, Apptio, Ariba, CPARS -Payables and Receivable System (Mainframe), Purchase Order / Work Order System, General Ledger

Rolls and Responsibilities :

* Initiated and Implemented Capitalization Vs Expense analysis audit to ensure the right expenses to the right account.
* Prepared Workflow for getting the right Purchase Orders towards associated project and avoid PO rejections which increase productivity.
* Effectively processed General ledger postings, payable and receivable entries, Cash management entries.
* Lead team by conducting and managing WIP accounts Aging analysis on a regular basis and reduced aged items which accelerated the asset capitalization without delay.
* Represented team & Presented team metrics to global teams.
* Closely worked with Internal control team on team OIC’s and Closed GAPP with corrective action
  + Asset Management and maintenance - Asset Capitalisation, Asset Disposal, Asset transfer, Asset Depreciation, Asset Retirement, Asset Grouping - Brass Tagging capital assets or Cluster Grouped assets.
* MCRP- Part of MCRP team and handled project control questions.
* Created a monthly metrics for reconciliation processes with detailed information.
* Globalized North America process in various other regions.

**Business Analyst (Accounting & Finance)– Sep 2010 to Dec 2011**

Company : Ford Motor Company

Region Supported: North America, Canada, Mexico & Asia Pacific

Key Skills and Tools : **General Ledger and Sub Ledger maintenance, Project funding approvals and planning & Reporting.**

MS Office & Excel, Ford Internal tool - Project control & Asset management, Time keeping and project management system, Apptio, Ariba, SAP (invoice validation), CPARS - Payables and Receivable System (Mainframe), Purchase Order / Work Order System, General Ledger

Rolls and Responsibilities :

* Processed Journal entries to update accounts in General Ledger & Process Sub Ledger postings. Approved Requisitions for Fixed assets accounts & Tooling account -Capital & Expense, Efficient in Project Creation, Funding, Managing Commitments and Actuals, Job 1 Assignment and Closer.
* Good at Work Order approval towards Labor Cost for worked hours, implemented new process of Daily aging report using Excel automation on REQs approval & its aging. Implemented new process on “Simplification of REQ approval process” using excel.
* Served as lead analyst deriving integration requirements between Primavera and Oracle Financials and Contract Management modules with Oracle UCM.
* Facilitate interviews with business unit leaders and end users to obtain and document the detailed business requirements, file plans and taxonomies in consideration of records retention in accordance with CSX business function retention schedules.
* Implementation, conversion, migration and user training for the department of controllers including permissions, segregation of duties and accounts.
* Educate users and department areas on the records retention schedule and the process for evaluating current process conditions and records examples for updates and revision to accommodate current record events and triggers.
* Perform presentations and demonstrate system to business and technology management partners. Assist business process redesign and documentation as needed for new technology combining the IT and business processes to recommend solutions.
* Perform problem definition, evaluation of requirements, and oversee implementation of system integration solutions in accordance with business rules and end user requirements for existing solutions Lotus Notes, Kronos, FileNet, and MS CRM.
* Develop use cases, use case models, supplementary requirements, and supported business requirements, policies and rules.
* Development of User Training guides for both basic and advanced user groups. Coordination and performance User Group sessions performing facilitation and training for Super Users and Record Coordinators throughout CSX.
* Completion of information architecture enterprise file plan, controls and initial baseline governance and security models utilizing PeopleSoft and folder development assignment controls.
* Server as information gathering analyst to Information Security and Technology for the acquisition of user access profiles and associated user group permissions for the design and development of content profiles and repositories in the Enterprise Content Management system (ECM).
* Created Queries in People Soft for Project control team for Analyzing & Reporting. Sustained good rapport with North America Customers & got appreciation on Process improvements in Project control process. Stabilized the Project control activities with implementing new controls & process improvements.
* Proficient in creating Project Control Asset Management queries through business objects and presented dashboard metrics to the management.
* **CPARS**- Corporate Procurement and Receiving System (Mainframe)- Approve procurement POs by validating accounting concepts and procedures.

**Business Analyst (Accounting & Finance)– Nov 2008 to Aug 2010**

Company : Ford Motor Company

Region Supported : North America & Asia Pacific

Key Skills and Tools : **Reconciliation, Variance Analysis, General Ledger and Sub Ledger maintenance.**

MS Office & Excel, Ford Internal tool - Project control & Asset management, Time keeping and project management system, SAP (invoice validation), Apptio, Ariba, CPARS Payables and Receivable System (Mainframe), Purchase Order / Work Order System, General Ledger

Rolls and Responsibilities :

* Experience in reconciling accounting figures and financial records for Ford Fixed assets. Reconciling fixed assets to ensure the accounting system reflects the correct transactions.
* Responsible for providing business and functional analysis through the lifecycle of selected projects using analytical methodologies, data gathering, system documentation, business models, and process and system business rules using TFS VS 2010 and Visio modeling tools.
* Partner with business owners, analysts, and cross-functional team members to create detailed functional requirements.
* Writing and using business requirements to create functional requirements that impact on existing functional systems, processes, and organizations while identifying risks and impact of non-fulfillment.
* Writing of use case scenarios that reflect business and functional requirements to desired end-state. Review of new project scopes and requests for requirement changes using change control methods to ensure functional impacts are assessed.
* Develop, and write test plans and test cases to be used during User Acceptance Testing. Track test plan completion identifying issues and risks for risk plan mitigation.
* Providing final sign-off on development deliverables to ensure functional requirements are met as defined in business, system and functional requirements.
* Responsible for outlining the end user experience with existing Microsoft CRM applications that may impact the external customer experience and support interactions.
* Conduct requirements gathering meetings with project staff, process owners, system analysts, functional analysts and development teams.
* Preparation of charts, diagrams, work flow and process models using Visio needed to illustrate and explain the implementation of programs, processes and procedures.