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| **Radhika Nara**  Project Manager/Scrum Master/Business Analyst  **LinkedIn:** [www.linkedin.com/in/Radhika](http://www.linkedin.com/in/Radhika)Nara | Suwanee, GA 30024  **Mobile:** 216-333-8301  **Email:** [nara.radhika@gmail.com](mailto:nara.radhika@gmail.com) |

**Profile Summary**

* Highly motivated professional with experience around 20 years in experience in IT for a wide range of web and desktop applications.
* SME on all the projects worked up on and passion to explore the projects more.
* Conducting Scrum ceremonies and keeping team intact with Agile methodologies.
* Managing the project timelines and budget regularly.
* Coordinating with business stake holders and get the requirements.
* Converting the requirements into stories and process them in TFS.
* Helping team as BA and scrum master and allow them to estimate the stories for sprint.
* Accomplishments in analysis of large-scale business systems, Key Decisions Documents, Implementation Requirements Document, Business Requirement Documents, Business Overview Documents, Authoring Narrative Use Cases, Functional Specifications, reporting and testing plans.
* Proficient in Software development life cycle (SDLC) and Agile Methodology (Scrum)
* Managing and mitigating project risks using industry best practices, techniques, and templates.
* Comprehensive knowledge about agile systems and its application in enterprises work frame.
* Highly motivated professional with ability to work independently and has rightful blend of Quality Management Skills on different technologies that help in effective implementation of business needs.
* Experience in creating Test Strategy, Test Plans, Test Case, Test Scripts, Test Logs and Test Summary Reports, Managing TFS, etc.
* Proactive in understanding the business cases and identify the possible risks and plans.
* Building effective inter personal working relationship between project team.
* Demonstrated effective Problem solving and tracking capability.
* Effective Project scope management and participation in Change Control Board meetings for impact analysis of changes.
* Participate in Release management meeting to provide deliverables on time as per the release dates of applications.
* Periodic reporting of project health to senior management. Track project quality using defect reports. Escalate project issues, proposing alternate solutions.
* Experience in performing Pre-Analysis of testing timelines and test resources based on scope.
* Dedicated and conscientious with the ability to simultaneously manage multiple tasks.
* Proficient in performing analysis & create project documentation.
* Excellent skills in reusability, problem solving, organizational and Team mentoring & training skills and the ability to cope with pressures.
* Drafting business and technical requirements, and overseeing requirement review sessions with business stakeholders.
* Leading teams like Functional testers, Mobile testers, Automation testers, Performance testers, developers and other support teams.

**Skills on Tools / Languages / Platforms / Databases usage**

* **Defect Management Tools**: Microsoft test manager, TFS, Team tracker, JIRA, ALM, Bugzilla
* **Processes:** SDLC, AGILE
* **Test Case Management Tools:**TFS, ALM
* **Automation:** Selenium IDE, Selenium, QTP, Rational Robot, Win runner
* **Programming Languages:** SQL/PL, SQL (basic level for products functionality testing), C, C++, Java, and VB Script.
* **Databases:** Oracle, SQL Server
* **Platforms:** Windows Vista, Windows 98/2000/NT/XP
* **Office Tools:** MS Project, MS office utilities

**Education:**

* MBA (Finance) – Allahabad University -2013
* Bachelors of Computer Science – Gulbarga University - 2003

**Certification:**

* SAFe Practioner (ScaledAgileframework)- TCS (2017)
* ASTQB Agile Tester certified – ASTQB ( 2016)
* ASTQB Foundation level – ASTQB (2015)
* Scrum Master & PO certified - Scrum Institute (2014)
* HP-QTP: NIIT (2008)

   \*\*\* Received lot of awards and rewards from employer and client for all excellence shown at work in all projects.

**Professional Experience:**

**Role/ Positions:** Project Manager/Scrum Master/Business Analyst

**Client:** Ernst and Young (Working with EY Client since Dec 2007)

**Company:** Hexaware Technologies (Working with Hexaware since Sep 2007)

**Projects Worked:** GFIS Sunset: (Nov 2022 – Till date)

GFIS Sunset is a Program where all the applications EY are going away with GFIS which was around for several years. As part of this many projects and applications got impacted out of which I was assigned to 3 key projects (Successfactors, Workforce Planning and FITServ) which includes more than 150 applications which were enhanced to make this move.

**Roles and Responsibilities:**

·       Working as Project manager for the team.

·       Facilitating the calls between application owners and business.

·       Coordinating and setting up the meetings core team and helping BA and business on impact analysis, enhancing and delivering.

·       Helping the management with Weekly status reports, other reports and dashboards.

·       Coordinating with business for hypercare call support, addressing the issues..etc

·       Working with different integrated teams and coordinating for any new scope or change in scopes.

·       Supporting and planning for deployments and releases.

**Projects Worked:** Workforce Planning: (March 2017 – Oct 2022)

Workforce planning is a continual process used to align the needs and priorities of the organization with those of its workforce to ensure it can meet its legislative, regulatory, service and production requirements and organizational objectives. Workforce planning enables evidence-based workforce development strategies.

**Roles and Responsibilities:**

·       Working as Scrum Master/Project manager for the team.

·       Also handling the role for Business Analyst.

·       Helping team with agile process and methodologies.

·       Coordinating and setting up the meetings with PO’s to understand the story and updating (SA)

·       Helping the management with Weekly status reports, other reports and dashboards.

·       Working with all team members (QA+ Development) grooming on stories, explaining the process and steps to follow.

·       Working with different integrated team and coordinating for any new scope or change in scopes.

·       Supporting and planning for deployments and releases.

**LEASES: (Dec 2016 – Feb 2017):**

Lease Accounting Navigator – It’s a web-based application to support its clients on their leases accounting guidance changes by providing a guided data capture process and accounting analysis at the contract level, predictive analysis in the form of “what if” modeling and financial statement impact assessments, as well as preform financial statement disclosures.

**Roles and Responsibilities:**

·       Worked as a module lead and managed the testing team.

·       Validating GUI and DB for the enhancements in scope.

·       Attending and adding value to the scrum ceremonies and retrospectives.

·       Test execution and demoing user stories to PO’s and driving to the closure of stories.

**Leadership Evaluation and Development (LEAD): (Apr 2016- Nov 2016)**

LEAD Model has been developed by EY Talent leadership to better address EY Partner performance and development management. The LEAD Model introduces some key changes to EY’s existing GPPM process and it will be enabled by new technology (replacing the current My Development Site).  LEAD is a web-based application accessible to users across the firm, mainly AsiaPac and Central US regions.

**Roles and Responsibilities:**

·       Helping team with agile process and methodologies.

·       Coordinating and setting up the meetings with PO’s to understand the story and updating (SA)

·       Helping the management with Weekly status reports, other reports and dashboards.

·       Working with QA team, grooming on stories, explaining the process and steps to follow

·       Attending and adding value to the scrum ceremonies and retrospectives.

·       Coordinating and setting up the meetings with PO’s to understand the story and updating (SA)

·       Helping the management with Weekly status reports, other reports and dashboards.

·       Working with QA team, grooming on stories, explaining the process and steps to follow.

·       Facilitated Project team for documentation, UAT event, CAB approvals..etc

**Audit Transformation (ALTAS, Content Management System): (Aug 2014- Mar 2016)**

Atlas is replacing the Global Accounting & Auditing Information Tool (GAAIT). The vision for Atlas is to build a solution that provides a comprehensive electronic library with intuitive and topical search capabilities, relevant search results, the ability to view blended content, and the ability to print individual or multiple documents.

**Roles and Responsibilities:**

·       Coordinating and setting up the meetings with PO’s to understand the story and updating (SA)

·       Working with QA team, grooming on stories, explaining the process and steps to follow

·       Attending and adding value to the scrum ceremonies and retrospectives.

·       Coordinating and setting up the meetings with PO’s to understand the story and updating (SA)

·       Working with business and stakeholders on CCT meetings, UAT support, L4 calls and also defect triage calls.

·       Facilitated Project team for documentation, UAT event, CAB approvals, deployment.

·       Played as SME for the integrated applications and had end to end knowledge and process and procedures.

**Budget and Planning Request (EMEIA & APAC): (Nov 2013 – Jul 2014) Cleveland, USA**

B&PR is a web-based tool that enables you to efficiently request resources, develop a budget (including fees), and monitor ongoing economic performance on an engagement. The tool provides a seamless link with GFIS and Retain to enable quicker staffing and instant visibility of engagement performance and outlook.

**Roles and Responsibilities:**

·       Worked on this application from the beginning and for all the releases.

·       Coordinated onshore and offshore teams for QA activities.

·       Handled multiple releases and enhancements of the project.

·       Helped project manager with QA reports and documentation for CAB approvals.

·       Prepared Test Plans, Test Estimation and Test management in ALM.

**Retain (Americas, Advisory, Japan, EYK): (May 2013- Sep 2013) Cleveland, USA**

Retain has both the web version and desktop versions. This tool is used to manage the engagements and allocation of resource and resource billing hour’s allocation.

**Roles and Responsibilities:**

·       Applications has multiple versions and configurations for different regions uniquely.

·       Expertise in application and its integrated applications or data sources.

·       Providing testing scope to management and coordinating with different integrated applications.

·       Helped UAT users with test approach and application usage.

·       Coordinated onshore and offshore teams for QA activities.

·       Handled multiple releases and enhancements of the project.

·       Helped project manager with QA reports and documentation for CAB approvals.

·       Prepared Test Plans, Test Estimation and Test management in ALM.

**Global Audit Methodology (GAMx): (Feb 2013-Apr 2013) Cleveland, USA**

GAMx is the audit support tool that drives uniform execution of the firm’s Global Audit Methodology (GAM) and appropriate audit documentation, which strengthens the firm’s ability to deliver consistent high-quality audits worldwide. GAMx supports engagement teams by providing a disciplined and consistent approach to audit execution, integrating methodology, guidance, and knowledge in context.

**Roles and Responsibilities:**

·       Worked on multi location testing Multiusers testing /concurrency testing.

·       Performance enhancement testing of application.

·       Coordinated onshore and offshore teams for QA activities.

**Budget and Planning Request (EMEIA & APAC): (Jun 2010 – Jan 2013) – Cleveland, USA & Offshore**

B&PR is a web-based tool that enables you to efficiently request resources, develop a budget (including fees), and monitor ongoing economic performance on an engagement. The tool provides a seamless link with GFIS and Retain to enable quicker staffing and instant visibility of engagement performance and outlook

**Roles and Responsibilities:**

·       Worked on this application from the beginning and for all the releases.

·       Coordinated onshore and offshore teams for QA activities.

·       Handled multiple releases and enhancements of the project.

·       Helped project manager with QA reports and documentation for CAB approvals.

·       Prepared Test Plans, Test Estimation and Test management in ALM.

**International SOS (ISOS): (Nov 2009 – May 2010) - Offshore**

International SOS is the world’s leading provider of medical assistance, international healthcare, security services and outsourced customer care. With over 6,000 professionals operating in 70 countries, we help organizations manage the health and safety risks facing their travelers, global workforce and customers.

**Roles and Responsibilities:**

·       Handling the Responsibility of Team Lead, managing the team.

·       Involved in building the team.

·       Played a major role in onsite-offshore coordination.

·       Involved in Project Management activities.

**GCL 4.0 TAX Applications: (Aug 2009 – Oct 2009) – Washington DC**

Testing of confidential applications in the Tax. Now testing the same applications of different country. To provide a more stable and secure working environment, Ernst & Young will be updating the current load set with Windows XP SP3, MS Office Professional 2007 SP1, Internet Explorer v7 with security settings, Lotus Notes standard client v8.02, Platform Updates such as .NET 3.5, JAVA 6, Web Services enhancements 3.0, Optional Components such as MS Project, MS Visio. The changes are very significant and the business units must test their applications to validate that they still function correctly in the new environment.

**Roles and Responsibilities:**

* Handling the Responsibility of QA Lead, managing the team.
* Involved coordination of different Application Managers at client place
* Functional Testing and Browser Compatibility testing,Testing the front end of about 60 TAX Applications.
* Tracking the Defects into Team Tracker.
* Preparation of Traceability, Defect Summary Report, Executive Summary.
* Updating and discussion with the particular Application managers for issues found

**One Global System (OGS) / MyEYOnline: (Mar 2009 – Jul 2009) Offshore**

Global Human Capital practice works with its clients to address tax, immigration and relocation issues relating to employees who move from one country to another (‘Assignees’). The Human Capital (“HC”) business is process-intensive and uses technology to reduce the cost of these processes.

**Roles and Responsibilities:**

* Handling the Responsibility of QA Lead, managing the team.
* Involved coordination with UAT group and the Developers
* Functional Testing and Smoke Testing, Tracking the Defects into Team Tracker.
* Preparation of Traceability, Defect Summary Report, Executive Summary.
* Maintenance and Managing of documents in the SharePoint.

**Entrepreneur of the Year (EOY): (Jul 2008- Feb 2009) Offshore**

This document describes our overall understanding of the Entrepreneur of the Year (EOY) Management System as understood by us by referring to documents provided to us. It also provides our approach to development of EOY Management System and finally summarizes the timeline and schedule for deliverables.

**Roles and Responsibilities:**

* Involved in understanding requirements
* Manual Testing, Browser Compatibility testing.
* Testing the front end and Backend of the Application.
* Tracking the Defects into Bug Tracker.

**SimplifyMD: (Sep 2007- Apr 2008) Offshore**

SimplifyMD is easy, affordable, and allows Physician offices to go paperless without an EMR, EHR, or other complicated system. This feature has escaped traditional, data-entry EMR products which slow physicians down, create frustration and sacrifice productivity by forcing physicians to navigate complex computer screens and hunt and peck to enter data. Whether notes are dictated and transcribed, handwritten or template on worksheets, SimplifyMD allows physicians to continue documenting and moving about their patient care routines in the manner to which they are accustomed.

**Roles and Responsibilities:**

* Handling the Responsibility of Team Lead, managing the team.
* Involved in understanding requirements
* Tracking the Defects into Wiki.

**Role/ Positions:** QA Analyst

**Client:** BEN (Business Engine) / Plan Arena (Portfolio Management)

**Company:** Bluestar Infotech (Worked from Jun 2006 – Aug 2007)

**BEN (Business Engine) / Plan Arena (Portfolio Management)**

Business Engine is the leading provider of portfolio management solutions that enable global organizations to manage and financially govern their investments. With more than 20 years’ experience developing and implementing innovative enterprise applications, Business Engine serves more than 500 organizations worldwide with more than 80,000 end users.

**Roles and Responsibilities:**

·       Involved in understanding requirements, System & Functional testing,

·       Automation testing, Creating Scripts using Rational Robot etc.

·       Module lead and handling the team.

·       Project executed in Agile and delivered quality deliverables in each sprint.

**Role/ Positions:** QA Tester

**Projects:** Loan Mgmt. System; Asset Mgmt. System; Document Mgmt. System (Applications)

**Company:** Sinensis Technologies (Worked from Mar 2003 – Jun 2006)

**Roles and Responsibilities:**

·       Team player with quick and fast learner on new tools and technologies.

·       Involved in understanding requirements, writing test cases and execution.