VIJAYA ANAND PANDURANGAN

Project Manager

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Phone Number: 561-363-3225

E X E C U T I V E S U M M A R Y

Over 15+ years of experience in Program & Project Management practices, Transition and Transformation Services in remote infrastructure management. Significant exposure in Program and Project Migration and Management including complex Epic Solution Implementation, client relationship management, regional accountability, project management, ITIL standards, service improvement plans, Solution Design & Migration, SLAs, IT service management, service availability, compliance management & technical escalations.

P R O F E S S I O N A L S U M M A R Y

* End-to-End Program & Project Management: Successfully manage and drive teams through Requirements gathering, Ambiguity analysis, Development, Unit Test, QA, UAT, Ready for Release, Prod deployment, and Requirement Closure.
* Agile & Epic Solution Implementation: Worked on project transformation from traditional methodology to Agile or Epic solution, leveraging expertise using relevant Program Management techniques.
* Epic Solution and Implementation: Expertise in Epic modules, including ADT, Order Entry, and Documentation.
* Scrum Expertise: Demonstrate excellent knowledge of Scrum techniques and artifacts (definition of done, user stories, automated testing, backlog refinement) using Jira.
* Scrum Deliverables: Ensure seamless delivery of all Scrum process deliverables, including Sprint planning, Refinement, Demos, Retrospective, Release to Prod, and Sprint closure.
* Requirements Management: Effectively utilize Jira tool for requirements gathering, tracking, and closure, maintaining a clear and transparent workflow (New, Grooming, Ready for Dev, In Dev, In QA, In UAT, Ready for Release, Closed).
* Collaborative Estimation: Collaborate with Dev and QA Teams to obtain accurate estimations and ETAs for assigned requirements.
* Cross-Project Coordination: Skillfully coordinate cross-projects development, ensuring seamless integration and collaboration.
* Compliance and Budget Management: Ensure 100% compliance with Program SLAs, information security protocols, and contractual obligations while supporting SOWs, RFPs, client billings, invoices, and budgeting.
* Quality Assurance Leadership: Efficiently manage QA and Prod bugs post-deployment.
* Stakeholder Approval: Successfully secure approvals from Business, Performance team, Security team, and Production readiness review team.
* Streamlined Deployment: Prepare detailed Deployment Day Plan, utilizing CI/CD process to automate and streamline deployment activities, ensuring reliable and efficient software releases.
* Technical Delivery Management: Manage technical delivery, interfacing with architects, conducting code reviews (if required), and maintaining coding standards and guidelines.
* Team Building and Mentoring: Foster team growth and collaboration, controlling resource attrition, while driving team performance and skill development.
* Risk Mitigation: Identify risks and drive scenario planning, proactively developing risk mitigation strategies to ensure project success.
* Creating and maintaining Program deliverables: Create and review Program plan, monitor status reports, project timesheets, estimates, communication plan, reports, risk management plan, budget (work hours and cost), milestone/deliverable charts to ensure that program and projects meet estimates & timelines. Participate in discussions with stakeholders and finalize program scope.
* Training and Documentation: Review and approve all cross-functional training and oversee the comprehensive documentation in shared repositories to ensure resource turnover during transition.
* Effective Communication: Demonstrate strong communication skills, both oral and written, fostering effective collaboration with colleagues and clients.
* Talent Development: Establish regular connect sessions with critical talent, collaborating with project managers and HR Business Partners to develop personalized learning paths.
* Agile with Technical Teams: Successfully run Agile projects with highly technical/cloud-based engineering teams, leveraging adaptability and technical acumen.
* Jira Administration: Administer Jira, create and review dashboards, Kanban boards, and provide metrics via burndown, team velocity, and other widgets for executive teams.
* Collaborative Relationship Management: Maintain cordial relationships with cross-functional teams, including development, configuration management, program management, and product managers.
* Cost-Benefit Analysis: Analyze program plans, providing actionable feedback related to cost-benefit and return-on-investment standards, ensuring optimal resource allocation.
* Industry Experience: Banking & Financial Services, Consumer & Commercials, Retail, Technology Services, Health Care Services, Real Estate.
* Skill Highlights: Program and Project Management, Traditional Waterfall, Agile, SCRUM and Hybrid Project management techniques, Transition and Transformation, Cloud Migration, Server Migration, Storage Migration, Hardware Upgrade & Migrations, Tools, Windows & Storage Technology, Process and Product Automation, Management Skills: IT Infrastructure, Service Delivery, People Management, Talent Acquisition, Risk Management, Documentation & Presentation Skills.

T E C H N I C A L S K I L L S

|  |  |  |
| --- | --- | --- |
| **Cloud Computing Platforms and**  **Identity Management** | Google Cloud Migration, Azure & AWS (Amazon Web Services) | |
| **System Deployment and Management** | SCCM OSD (System Center Configuration Manager Operating System Deployment), MDT (Microsoft Deployment Toolkit, WDS  (Windows Deployment Services), BladeLogic, JIRA, Service Now. | |
| **Virtualization and Server**  **Management** | VMware, VMware, Hyper-V | |
| **Server Hardware** | HP Servers, Cisco Chassis, Dell Server, HPE Synergy, HPE OneView |  |
| **Operating Systems** | Windows Servers | |

E D U C A T I O N & C E R T I F I C A T I O N S

**Bachelor of Business Administration** | Madurai Kamaraj University

**Post Graduate Diploma in Computer Application (PGDCA)** | Madurai Kamaraj University

# PMP Certified - PMP® Number: 3700673

**MCSE 2000/2003/2008 (Microsoft Certified Professional ID: 2936178 MCTS 2008 (Microsoft Certified Professional ID: 2936178)**

# VMware Certified Professional VCP4, VCP5 & VCP6 -DCV (VMware ID: VMW-00727803H-00097463) Scrum Master – Accredited Certification

**COBIT 5 Foundation**

P R O F E S S I O N A L H I S T O R Y

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| --- | --- | --- |
| **DXC Technologies** | Project Manager | **May 2015 – Dec 2023** |
| **DXC Technologies** | Project Manager | **Dec 2012 - Apr 2015** |
| **DXC Technologies** | Project Lead | **Dec 2006 - Nov 2012** |
| **DXC Technologies** | System Engineer | **Nov 2003 - Nov 2006** |
| **Dishnet DSL Pvt. Ltd.** | Technical Support Engineer | **Sep 2001 - Oct 2003** |

P R O J E C T S U M M A R Y

# DXC Technologies, Chennai May 2015 – Dec 2023

*Project Manager*

# Client: Deutsche Bank Project: Banking Customer

* Assist the delivery team with knowledge gaps by using Jira tool for requirements gathering, tracking the requirements until it gets closed.
* Work with project managers via Daily standup call; offshore and onshore teams review project status, address project gaps to mitigate risk and project delays.
* Epic Solutioning: Work closely with Project managers for transforming projects from traditional to Epic solutioning, leveraging expertise in executing epic solutions for breaking down and executing projects.
* Scrum Expertise: Demonstrate excellent knowledge of Scrum techniques and artifacts.
* Cross-Project Coordination: Skillfully coordinate cross-project/domain development activities, ensuring seamless integration and collaboration.
* Compliance and Budget Management: Ensure 100% compliance with Project SLAs, information security protocols, and contractual obligations while supporting SOWs, RFPs, client billings, invoices, and budgeting.
* Review and approve the project metrics before submitting to the client on a daily basis during the planning and testing phases.
* Take ownership and accountability for responsibilities, business outcomes, Risk identification, and prevention.
* Provides effective, accurate, and consistent communication to project teams, management, external clients, and vendors.
* Ensures targeted delivery timelines for transformation initiatives are met.
* Understands advanced testing methodologies and tools to provide appropriate recommendations.
* Manage projects and Initiatives leveraging Cloud Automation tools. Planning, execution, and delivery of projects.
* Responsible for driving the technical team, project managers and the Product Owners in an agile development process and responsible for enacting scrum values and practices.

# DXC Technologies, Chennai Dec 2012 - Apr 2015

*Project Manager*

# Client: Procter & Gamble (P&G)

**Project: US based multinational consumer goods company**

# Responsibilities:

* Project Scheduling: Proficiently utilize MS Project scheduler for effective project planning, sprint capacity management, point estimation, and resource allocation.
* Scrum Deliverables: Ensure seamless delivery of all Scrum process deliverables, including Sprint planning, Refinement, Demos, Retrospective, Release to Prod, and Sprint closure.
* Ensures targeted delivery timelines for transformation initiatives are met.
* Tracks and provides periodic status, communications and proactive escalations.
* Monitor quality at different levels - domain, business unit, application. Proactively predict potential quality degradations and identify opportunities.
* Provides consultation on project level improvement activities and needs.
* Mentor individuals, teams and target coaching opportunities.
* Having experience in Project Manager with Technical background
* I have followed with accurate, and consistent communication to project, internal clients and vendors.
* Initiate the cross technical & functional training and maintain the well documentation in shared repositories. This could prevent the risk if any resource puts a resignation.
* Taking ownership and accountability for responsibilities, business outcomes, Risk identification and prevention.
* Having experience in verbal and written communication skills, financial proficiency, and expert attention to details with respect to numbers produced
* Experienced in tools such as GPDM, MS Office, Advanced Excel skills, JIRA, Confluence, SharePoint, and Teams
* Monitor quality at different levels - domain, business unit, application. Proactively predict potential quality degradations and identify opportunities.

# DXC Technologies, Chennai Dec 2006 - Nov 2012

Project Lead

# Client: Weyerhaeuser

**Project: US Based Real Estate and Timberland Company**

# Responsibilities:

* Involving in all project management areas, like Resources, people, status reports, deliverables, processes and manage the team.
* Creating and maintaining project deliverables: Create project plan, status reports, project timesheets, estimates, communication plan, reports, risk management plan, budget (work hours and cost), milestone/deliverable charts to ensure that projects meet estimates & timelines. Participate in discussions with stakeholders and finalize project scope.
* Delivered the tasks according to the project schedule.
* Provided the training for new team members with existed team member.
* Recruit the resources as per client needs.
* Actively participate in project preparation and closure activities for each scrum

# DXC Technologies, Chennai Nov 2003 - Nov 2006

*System Engineer*

# Client: Hindustan Unilever Limited (HUL)

**Project: Consumer & Commercial Manufacturing Company**

# Responsibilities:

* Part of Wintel Team (Global Operation Center), responsible for troubleshooting and fixing both user and auto generated tickets.
* Conduct weekly team meetings and provide cross training for newly onboarded resources.
* Provide technical troubleshooting and root cause analysis for critical issues.
* Directing multiple successful technology re-platforms and data migrations aligned to significant business transformation programs.
* Driven multiple automation which helped to reduce manual efforts.
* Leading entire Windows Server patching program to maintain the compliance and SLA.

# Dishnet DSL Private Limited., Sept 2001 – Oct 2003

*Technical Support Engineer*

# Responsibilities:

* Member of a critical process called Event Management Team
* Job involves taking escalated calls and following up on the Business-critical issues.
* Maintenance and troubleshooting of routers and VOIP services for both clients and HUB centers.