

Mini A.S. Nair

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Summary of Qualifications

- 10+ years of experience in software development and support within the IT industry.
- Experienced IT Professional adept at supporting global project teams through comprehensive analysis of system requirements and the development and implementation of information system solutions.
- Experienced in developing IT solutions aimed at maximizing productivity, features, and performance.
- Committed to supporting diversity and inclusion policies, adhering to health and safety regulations, and employing best business practices to achieve organizational goals.
- Strong cross-cultural communication skills with fluency in English, adept at conveying complex decisions to diverse audiences.

Technical Skills

Operating Systems:	<i>Windows</i>
Applications & Tools:	<i>Microsoft Excel, Azure Sandbox</i>
Tools:	<i>Google Workspace, RDBMS, IBM Cognos Analytics, Jupyter, SQLite</i>
Project Management Fundamentals:	<i>Agile, Waterfall, Scrum, Kanban, Trello</i>
Languages:	<i>SQL, Python, PowerBuilder, C#, ASP .Net MVC, HTML, CSS, JavaScript, SSIS, SSAS, GIT, SQL Server, Oracle, Sybase, ETL, REST API</i>

Education & Certifications

Microsoft Azure AI Fundamentals Professional Certificate	Expected 2024
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IBM Data Analyst Professional Certificate	Expected 2024
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Junior Data Analyst Program	May 2024 – Aug 2024
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NPower Canada | Toronto, ON

14-week intensive online training on the fundamentals of computer technology, and project management

- Utilize Excel spreadsheets to perform data wrangling and data mining
- Develop working knowledge of Python language for data analysis using Pandas and Numpy
- Effectively complete a capstone project by collecting data from multiple sources, performing exploratory data analysis, data wrangling, statistical analysis and mining of the data using Python libraries
- Work extensively on creating charts and plots to visualize data, and building an interactive dashboard using IBMs Cognos Analytics and various Excel charts/graphs
- Visualize data using Python libraries including Matplotlib, Seaborn, Plotly and Dash
- Compose queries to access data in cloud databases using SQL and Python from Jupyter notebooks
- Explain cloud concepts, benefits of cloud computing and core Azure architecture components
- Use core Azure services and choose the Azure AI services that best address a company's challenges
- Control Azure spending and managing bills by applying recommended practices to minimize cost
- Demonstrated a high level of understanding of Agile Project Management Lifecycle and key techniques and successfully complete Agile projects using tools such as Scrum, Kanban

Software Engineering Diploma**Feb 2019**

Canadian Business College | Toronto, ON

- Updated with advancements in Microsoft Technologies.
- Developed web crawling software using C#, ASP.Net MVC, Visual Studio 2017, RESTful API, JavaScript, HTML, CSS, XML
- Software tools used include C#, ASP.Net MVC, SQL Server 2017, SSIS, Data analysis and reporting using SSAS, SSRS, JavaScript.

Masters Computer Application**Dec 2004**

Indira Gandhi National Open University | New Delhi, India

Bachelors in Computer Application**Jun 1999**

Mahatma Gandhi University | Kerala, India

Work Experience

Programmer Analyst**Jul 2015 - Mar 2017**

Quad Infotech Inc. | Toronto, Canada

Project : QMOS - Quad Management Operating System

- Roles and Responsibilities
 - Involved in development and ongoing maintenance of metal casting applications.
 - Monitored and managed incident, change, and problem tickets, ensuring prompt resolution.
 - Conducted code debugging to address issues and rectify defects.
 - Implemented minor to major enhancements in accordance with client specifications.
- Software Development Tools Used
 - PowerBuilder 12.5 and Oracle 12g

Senior System Analyst**December 2013 - April 2015**

Accenture | Bangalore, India

Project : Upstream Business Operations, Netherlands

- Roles and Responsibilities
 - Supported offshore application.
 - Provided support for 13 Administrative System applications operating in Dutch and Norwegian languages.
 - Facilitated data sharing among applications via database schemas management.
 - Monitored interface issues across various applications and environments implemented in SSIS.
 - Tracked Service Management incidents, debugging activities, and enhancements.
- Software Development Tools Used
 - PowerBuilder 12.5, Oracle 10g, SSIS, Windows Vista, Windows 7.

System Analyst**February 2010 - February 2011**

CapitaLand Limited | Singapore

Project : Asset Management and Operating Systems for Singapore, China, Malaysia and India

- Roles and Responsibilities

- Engaged in application development encompassing coding, testing, documentation, and deployment.
- Implemented changes across User Acceptance Testing and system testing, offering guidance to users and testers during testing procedures.
- Managed and sustained application customization across installations in three different countries and languages.
- Software Development Tools Used
 - PowerBuilder 10, 11.5, PFC, SQL Server 2008, Windows XP, ASP .Net Webforms

System Specialist

August 2005 - October 2008

Mphasis | Chennai, India

Project : General Motors Vehicle Information Management, Marketing and Vehicle Sales Forecasting for Australia and New Zealand

- Roles and Responsibilities
 - Provided support for production incidents and developing fixes for production issues.
 - Tracked Service Management incident, change, and problem tickets.
 - Debugged code to trace issues and resolve production defects.
 - Implemented Minor to Major enhancements based on client request.
 - Monitored and resolved batch issues, including system interfaces with other systems across different environments using batch job schedules in Unicenter.
 - Managed application customization for operations in two distinct countries.
 - Created technical and test case documentation.
 - Conducted testing and guiding users through User Acceptance Testing processes.
- Software Development Tools Used
 - PowerBuilder 7.0, 10.0, PFC, Unix, Unicenter, XCOM, Ingres II 2.5, Windows NT, 2000, XP, Oracle 9.2.0.6

Software Engineer

March 2005 - October 2005

Thomson Financial | Bangalore, India

Project : Contact Management System

- Roles and Responsibilities
 - Conducted requirement gathering, coding, testing, and documentation.
- Software Development Tools Used
 - Powerbuilder 9, Sybase Adaptive Server Enterprise

Software Engineer

December 1999 - January 2005

Cochin Computing Studio and Research Center | Kochi, India

Project : CC Banking - Banking Software for Service Co-Operative Banks

- Roles and Responsibilities
 - Managed the entire development life cycle, including gathering user requirements, creating technical and test case documents, coding, and conducting Unit, Integration, and System testing.
 - Conducted User Acceptance Testing and provided on-call production support.
- Software Development Tools Used
 - Powerbuilder 7, Sybase Adaptive Server Enterprise