*Mini A.S. Nair*

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# *Summary of Qualifications*

* 10+ years of experience in software development and engineering 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
* Proficient in developing IT solutions aimed at maximizing productivity, features, and performance
* Intensive background and hands-on experience working with a large array of software development tools
* Strong cross-cultural communication skills, adept at conveying complex decisions to diverse audiences

# *Technical Skills*

**Operating Systems:** *Windows*

**Applications & Tools:** *Microsoft Excel, Azure Sandbox*

**Tools :** *Google Workspace, RDBMS, IBM Cognos Analytics, Jupyter, SQLite, HTML, CSS, XML, JavaScript, SSIS, SSAS, SSRS, GIT, REST API, ASP .Net, MVC, SQL Server, Visual Studio, Oracle, Sybase*

**Project Management Fundamentals:** *Waterfall, Agile, Scrum, Kanban, Trello*

**Languages:** *PowerBuilder, C#, SQL, Python*

# *Education & Certifications*

**Microsoft Azure AI Fundamentals Professional Certificate June 2024**

**IBM Data Analyst Professional Certificate Expected 2024**

## 

## Junior Data Analyst Program May 2024 – Aug 2024

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

## 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, ON

* Collaborated in a team on the 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

## Senior System Analyst Dec 2013 - Apr 2015

Accenture │Bangalore, India

* Supported offshore application, providing support for 13 Administrative System applications operating in Dutch and Norwegian languages for Royal Dutch Shell PLC
* Monitored interface issues, managed data sharing between applications and minor to major enhancements.
* Tracked Service Management incidents. Prioritized and fixed severity issues promptly

## System Analyst Feb 2010 - Feb 2011

CapitaLand Limited │ Singapore

* Engaged in application development encompassing coding, testing, documentation, and deployment for the project AMOS(Asset Management and Operating Systems)
* 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

## System Specialist Aug 2005 - Oct 2008

Mphasis │Chennai, India

* Collaborated on a General Motors Vehicle Information Management project, providing marketing and Vehicle Sales Forecasting for Australia and New Zealand
* Monitored and resolved batch issues, including system interfaces with other systems across different environments using batch job schedules in Unicenter
* Conducted testing and guiding users through User Acceptance Testing processes

## Software Engineer Mar 2005 - Oct 2005

Thomson Financial │Bangalore, India

* Facilitated the development of scalable and maintainable codebases for inhouse projects
* Contributed to the documentation of technical specifications, architecture diagrams, and user manuals to facilitate project maintenance and knowledge transfer
* Conducted code reviews and provided constructive feedback to team members, ensuring high-quality deliverables and promoting knowledge sharing

## Software Engineer Dec 1999 - Jan 2005

Cochin Computing Studio and Research Center│Kochi, India

* Managed the entire development life cycle, including gathering user requirements for community banks.
* Created technical and test case documents, coding, conducting Unit, Integration and System testing
* Conducted User Acceptance Testing and provided on-call production support