

# Mahima Kapoor

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## EDUCATION



**University of British Columbia (UBC)**, Vancouver, British Columbia  
Bachelor of Science in Integrated Sciences, 2018  
Class Valedictorian



**Project Management Institute (PMI)**  
Certified Associate of Project Management

## EMPLOYMENT EXPERIENCE



**Ernst and Young LLP**, Vancouver, British Columbia  
**Senior Consultant** – People Advisory Services (Systems) 2022

- Co-led the Business Transformation and Implementation Planning workstream for a large-scale workforce technology project for a national public sector / government client
- Developed 5 L3 level business process maps to re-engineer and optimize client's workflow in the new system
- Developed multiple RFP documents for commercial and public sector target client pursuits
- Co-led business analysis for a pro bono digital consulting project (via EY Ripples) for a not-for-profit youth organization
- Acted as the second chair for the SAP Technology Center of Excellence for the team to standardize implementation tools and templates
- Co-created practice wide EY Cloud Implementation Methodology Training



**STEMCELL Technologies**, Vancouver, British Columbia  
**Senior Project Coordinator**, 2018-2022

- Software / Project: SAP Product Lifecycle Management (PLM) – *Test Manager*
  - Managed the execution of ~320 modular test scripts across 7 business functions and 90+ system power users Achieved a 96% pass rate across 4 successful test cycles and completed testing scope within tightly managed 2-week sprints, allowing overall project to complete on schedule and under budget
  - Developed Excel-based automated dashboards for testing performance data visualization (efficiency / test / pass rate).
  - Led daily stand-up meetings to report testing progress to functional testing leads
  - Led system security permission identification for 200+ business users at cutover
- Software / Project: SaaS Workplace Technology (Robin Powered) – *Project Manager & Business Analyst*
  - Kickstarted a stalled project to manage the implementation of a global SaaS workplace technology solution of 10 STEMCELL Offices to transition 1400 staff members to a post-pandemic hybrid work model and book workspaces
  - Advised on a framework for new integrated business process flows that the software solution will stack upon
  - Anchored the cross-functional teams (HR, IT, Facilities) by streamlining an ambiguous project story and scope to 2 project streams, 6 distinct deliverables, clean accountabilities
  - Worked with IT Director and Space Planning director to elicit critical functional and non-functional solution requirements and develop 3 distinct user stories
- Software / Project: SAP Manufacturing System Execution – *IT Project Associate*
  - Collaborated with business process owners in Manufacturing and Quality Assurance and external technical stakeholders to gain approval on solution design
  - Assisted Project Manager with monitoring and controlling the project budget, scope, risks, schedule, and user acceptance testing and prepare status reports for senior leadership
- Project: STEMSOFT Website Redesign – *Project Manager*
  - Managed a project to transition service and support for corporate website (<https://www.stemsoft.com/>) from Adobe Business Catalyst to Wordpress to in-house website team resulting in 83% cost savings per annum
- Project: E-Commerce Activation Project – *Project Support*
  - Developed Google Data Studio dashboards to showcase pre- and post-E-commerce platform integration revenue for the E-commerce and Digital Marketing team

## ADDITIONAL INTERESTS AND ACHIEVEMENTS

- Systematic Reviewer – European Space Agency (Space Medicine Team; Looking at sex differences for ionizing radiation in space)
- Producer and Host - Canadian Space Podcast ([Space, Eh?](#))
- Mentor - Beedie Luminaries Scholarship Program
- President - Corporate Toastmaster's Club (STEMCELL Technologies)
- Duke of Edinburgh, Bronze Award (2014)

- Dancer - Flare Dance Company