PEOUSE DUTTA

SCRUM MASTER

CONTACT

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SKILLS

- Project Management
- Business Communications
- Teamwork
- Leadership
- Web Development
- IT operations
- Data Analytics

IT SKILLS

- Agile Methodologies
- SQL, Mongo, Pandas
- HTML, CSS, Tailwind
- Vue.js, Javascript, Python
- POSTMAN, Automation
- QA Methodology
- Google Cloudrun logs
- Excel, VBA, Macros
- Powerpoint, MS Office
- Miro, Figma, Adobe XD

LANGUAGES

- English
- Bengali
- Hindi

PROFILE

Scrum Master at a Startup, experienced in Scrum duties, Web development, Business communications, Product development and QA testing for both software and electronics domain. I excel in translating complex requirements into actionable line-items. My diverse background equips me to bridge technical and business needs, ensuring clear communication and effective product releases.

By leveraging my skills in agile practices, technical understanding, and quality assurance, I drive product success through strategic analysis and seamless team collaboration.

WORK EXPERIENCE

Asconsoftech(gintaa) - (STARTUP)   August 2023 - Present
Scrum Master

- Played a dual role, facilitating Agile ceremonies while gathering and documenting business requirements alongside release manager duties for iOS, Android and Website development.
- Managed a team of 25 software developers.
- Delivered actionable insights using MS Excel, Google Spreadsheet and ClickUp, enhancing operational decision-making and driving an efficiency gain.
- Acted as a primary liaison for cross-functional teams and external vendors for all third party integration communications, development tracking and delivery.
- Led requirement gathering sessions with stakeholders, ensuring an alignment of business objectives with technical deliverables.
- Conducted Daily standups, backlog refinement and sprint planning sessions, ensuring alignment with project goals.
- Developed user stories, acceptance criteria, and UAT test scripts for streamlined delivery.
- Experience in understanding and preparing BRD.
- Go-to-guy for the Customer support, Sales & Marketing team to remove operation level roadblocks
- Migrated existing PM Tool from Clickup to OpenProjects, reducing the cost by 80%.
- Experienced in working as developer in the Web team for Main site and admin panel in Vue.js.
- Implemented robust quality processes and methodologies resulting in a significant reduction in post-release defects.
- Applications :
  - Gintaa Food Delivery App and Web : Customer facing food ordering app.
  - Gintaa Restaurant Partner App : Restaurant management app for Gintaa customers.
  - Gintaa Delivery Partner App : Delivery partner app for Gintaa Food Delivery.

Project Co-ordinator   June 2022 - August 2023

- Leading Sprint planning, Daily standups, Retropective, Story refinement and Release Planning
- Managing communications accross departments to schedule and plan sprint backlogs.
- Tracked, Removed obstacles to manage team efficiency and effectiveness.
- Communicate the progress and roadblocks to shateholders including top managements, and made recommendations to remove roadblocks leading to on-time and on-budget delivery.
- Responsible for managing overall platform operations from issues handling to planned
- Production Releases & Occasional Push and Email notifications.
- Application :
  - Gintaa Retail - App and Web

WORK EXPERIENCE

Uma Poly Solutions Pvt. Ltd. (B2B - PHILIPS AND BOAT)
June 2021 - April 2022
Development Engineer

- Managed projects maintaining a project action plan.
- Coordinating with stakeholders and service providers to report to PMO
- Trained in Quality management system, IQC, OQC, PQC, PFD, PPAP, FMEA.
- Experience in NPI of new products.
- Experience in SAP, BOM creation
- Created internal Electronics database.
- Experience in competitor analysis.
- Developed 36W & 20W ODM Chargers with fast charging protocols for Apple iPhones and other devices.
- Developed 6W, 9W, 15W, 20W economical ODM Drivers for respective Luminaires with efficacy > 100lums/W.
- Improved KPI's for internal Development Projects.
- Experience in Operation management & Vendor development.
- Experience in forecasting.

Neo Tele-Tronix India Pvt. Ltd.
December 2018 - June 2021
Systems Engineer

- Programmed 8bit microcontrollers & designed Embedded systems for different Electrical Testing Equipments
- Experience in DC to DC converters, SMPS, DC power supplies.
- Experience in designing 50Hz and HF transformers.
- Designing and developing custom PCBs using software like EagleCad, EasyEDA.
- Experience in using CAD softwares like AutoCad, NanoCad, ZwCad.
- Good Knowledge of programming Languages like C and Python.
- Key projects managed for Siemens for their new setup of VI plant in GOA for instrument Like Vacuum Interrupter Pressure and Resistance Measurement Setup (AUTOMATED) and 300kV Impulse Generator (AUTOMATED).
- Also Project Managed for clients Like IIEST, Andhra Pradesh State Electricity Board, Siemens, NTH, IIT, Vikram Solar, BMC Electroplast, WB State Electricity Board, JU, etc

ACADEMY EXPERIENCE

QUALIFICATION	UNIVERSITY	YEAR OF PASSING
M.Sc. in Instrumentation Science	Jadavpur University	2018
B.Sc Physics	Vijaygarh College	2016
WBCHSE	Andrews's High School	2012

CERTIFICATES

Forage - Goldman Sachs - Excel Skills for Business Job Simulation

Udemy - Business Development & B2B Sales for Startups- Sales Valley

HackerRank - Python (Basic) Certificate