PUNITA KUMARI
Hinoo, Ranchi | Phone: 9545852248|E-mail: punita.expression@gmail.com

EXPERIENCE SUMMARY

Software professional with 3.4 years of experience in requirement gathering, analysis, development and Documentation of software applications and Microsoft SharePoint Technology. Having experience in Enterprise level websites development using SharePoint and web Tech. Experience in working both as a team player and sole developer for Cloud based solutions.

EDUCATIONAL QUALIFICATION

- MCA - 2012, from National Institute of Technology Bhopal, with distinction aggregate of 83%.
- BCA - 2009, from Patna Women's College with distinction aggregate of 78%.
- HSC - 2006 from Magadh Mahila college with aggregate 61%
- SSC – 2004 from Rabindra Balika Vidhyalay with aggregate 74.5%

TECHNICAL SKILLS

- **Languages and Tool:** Hands on experience on DBMS, SharePoint 2010-13 and Out of Box Tools, SharePoint Designer.
- **Scripting Language :** Java Script, JQuery, Basic CSS, Html
- **Designing Tool** : Adobe Photoshop
- **Training and Certification**: Microsoft certification of SharePoint 2010 basics and Advance .

WORK EXPERIENCE

Since Jan, 2012 to Dec, 2015: Infosys Ltd, Mysore to Pune
- Infosys Internship and training in Microsoft .Net Stream, Cloud Computing as trainee.
- Worked in SharePoint and Service Now as system engineer and Senior System engineer.

RELEVENT PROJECT EXPERIENCE

Project: SharePoint Online support project of a leading global resources company for an Australian client, handling the queries of the end user together with carrying out new configuration as well as development changes as per business requirement.
Technology and Tools: SharePoint 2013 and Service Now
Role and Responsibilities:
- Working with Service Now Ticketing Tool, Providing 24x7 support to users, direct interaction with client
- Providing Area of improvement in current process

Project: My Site for the Australian Clients. A personal Site for all users active on SharePoint site. Users can manage their Personal and professional information and can share information as per their convenience level. They can also view their community, organization etc.
Technology and Tools: SharePoint 2010, SharePoint OOBT, SharePoint designer 2010, Microsoft.Net
Role and Responsibilities:
- Customization of Master pages, layout pages and custom pages
- Working with Central Administrator
- JavaScript, JQuery implementation

Project: Atlas Site configuration project for one of the world's leading integrated oil and gas Company. Site is migrated from the SP2007 to SP2010. This site is using many custom feature developed in Microsoft.Net Framework.
Technology Used: SharePoint 2010, SharePoint OOBT.
Role and Responsibilities:

- ➤ Configuration of Atlas Site
- ➤ Feature deployment , development of Batch procession Timer Job, Event Receiver, Running PowerShell scripts and command

Project: "Mondelize" which is a Sales portal for an American multinational confectionery, food, and Beverage Company whose employees about 107,000 people around the world. Sales portal is used by all the employees of the company worldwide where they can share, contribute their sales strategies with all. Portal could handle Video & Picture sharing along with rating and comments from other viewers.

Technology Used: SharePoint 2013, SharePoint Designer 2010.

Project Detail:

Role and Responsibilities:
- ➤ Implementing project plans within deadlines.
- ➤ Creating and Customization Master Page, designing, developing, and troubleshooting of the application.
- ➤ Creating, Deploying custom & OOTB Web Parts (NewsGator WP, Communities Activity Stream).

Project: Service Now project (not-for-profit, a non-stock health service company) which through its affiliates and subsidiaries, offers a comprehensive portfolio of products and administrative services to individuals and groups.

Technology and Tools: JavaScript, Service Now.

Role and Responsibilities:
- ➤ Customization and Personalizing of pages layout of Service now Tool
- ➤ Working with Different ITIL roles
- ➤ JavaScript implementation
- ➤ Creation of Business Rule, UI Action, UI Policies

.

Other Responsibilities:
- ➤ Support : Managing SharePoint 2010 Access related issues
- ➤ Hands on experience on InfoPath and workflow
- ➤ Planning, creation and execution of unit test cases
- ➤ Preparation and design of master deployment documents.

ACADEMY PROJECTS

- ➤ Project 1. **"IDE design for C# at Infosys internship duration"**
  Description: The objective of developing IDE for C#, compiling the code debugging to get final output.

Technology : Microsoft C#

Role: Designer, Programmer, SRS designer, HLD, DLD Designer, coding.

- ➤ Project 2. "**Online Complaint Management System at NTPC Bihar"**
  Description: The objective of developing Online Complaint Management System is to tracking the register complain and their status within intranet.

Technology: HTML, Adobe Photoshop , Flash , Dreamweaver

Role: Testing, Requirement Analysis, Database designing, Coding

CURRICULAR ACTIVITIES AND ACHIEVEMENTS

- ➤ Painting and sketching (Got many awards at school, college, district and corporate level).
- ➤ Managed collage level activities and takes the responsibilities.

PERSONAL DETAIL

Name : Punita Kumari

Passport : K2533976 valid till 16 Apr 2022