**Venu Gopal A **

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**Professional Summary:**

* Over 7+ years of experience and expertise **as** Scrum Master/Agile Coach and having expertise in conducting Backlog refinement, Sprint planning, Daily Scrum, and Sprint Review Meetings when using **Agile Methodology**.
* Managed 3 Scrum Teams at a time and ensuring that team's success and progress are highly visible to Product Owner and Stakeholders.
* Hands on experience of writing and prioritizing **User Stories** in Backlog.
* Formulated and executed process flows and product backlog.
* Successfully managed **Product and Sprint Backlogs**, **Release scheduling**, **Project duration estimation** and **forecasting.**
* Thorough understanding of **Software Development Life Cycle (SDLC)** phases and specialized in employing different methodologies like Agile and Waterfall.
* Successfully involved in transitioning the Organizational Structure and Business Processes from traditional **Waterfall** to **Agile**.
* Rendered hands-on supervision and mentorship to a team which was entirely new to Agile Scrum methodology.
* Successfully overcame the challenges of working with an **off-shore scrum** team for the first time.
* **Directed** and **lead development team** from project initiation through delivery of final product.
* Responsibilities include protecting development team from outside distractions, impediments or team conflicts, and maintain focus on product backlog and project timeline.
* Managed project scope to ensure delivery was compliant to scope commitment.
* Successfully implemented changes to **Business Processes**, **Systems and Technology**, **Job Roles** and **Organizational Structure**.
* Facilitated tracking of Sprint and Release by using **Burn-down charts**.
* Tracked and managed product backlog, **burn-down metrics**, **velocity**, and **task break-down.**
* Strong experience in working with agile lifecycle, and/or tracking, and process management tools like **Rally** and **JIRA**.
* Provided technical support for Sprint Cycles and testing with **Rally tool**.
* Extensively used Rally for maintaining User Story Hierarchy, **Backlog Grooming**, Updating Tasks, Connecting Rally with JIRA, Planning Iterations and Releases
* Prepared and led bi-weekly “**Iteration Planning Meetings**” (IPMs) as part of the agile development process, and lead software demos to client.
* Extensive experience in user **requirements gathering, Brain storming sessions**and**analysis**.
* Lead a team consisting of in-house Developers and QA, application architects and Product Managers, and Market Data Specialists in the development, enhancement, and implementation of mobile apps and mobile websites.
* Excellent interpersonal, collaboration, and problem solving skills combined with excellent written and verbal communication skills.
* Helping the team to maintain their **Scrum tools** (Story board, Action board, charts, backlogs, etc.).
* Addressed problems through risk management and contingency planning.
* Coordinated with various departments and ensured delivery of projects on time.
* Improved the team's engineering practices and tools as required. Fully facilitated productivity, and make sure teams have the tools and know-how they need to succeed.
* Demonstrated experience and ability to write detailed **Business Requirements Document (BRD),** Use Case Specifications, **Functional Specifications (FRD)**; and work within tight deadlines.
* Held responsibilities included Initiating; Planning; **Managing Matrixes Resources**; Monitoring development, testing, and implementation; **Change management**; and **Defect management.**
* Facilitated creativity and empowerment for the Cross functional development team.

**Technical Skills**

* **Process Management Tools**: Rally, JIRA
* **Tools**: MS office, MS Visio, Quality Center, Rational Rose for UML
* **Code Review**: Crucible, Code Collaborator
* **Programming Languages**: C++, Java, HTML
* **Operating System**: Windows 2000, 2003, Windows 7
* **Database**: SQL, MySQL

**Work Experience :**

**Groupon Inc., Chicago, IL Oct 2016 – Aug 2018  
Scrum Master /Agile Coach**

* Served as a Scrum Master for up to three cross-functional teams developing and modifying applications to serve industry data and reviews.
* Led weekly to team discussing Scrum / Agile framework and methods.
* Facilitate standard scrum meetings and act as servant leader to the team.
* Coach, train and mentor team members, individually and in groups, on Scrum and general Agile best-practices to help teams perform better and be more self-managing.
* Involved in creating Conceptual Design document and reviewed and signed off on the Detail Design Document.
* Organizing and facilitating sprint planning, sprint demo reviews and retrospectives, daily stand-ups, and inter-team dependency meetings with remote teams
* Worked with the teams to get User Stories documented and sized for the product backlog
* Helped create a product backlog using requirements that already exist (helped in the transition from Waterfall to Agile), assist team in implementing the process for creating increments and tasks
* Tasked with running the Agile Scrum meetings, removing blocks, and reporting the team's progress on a weekly basis to Leaders, Peers and Customers.
* Facilitated retrospectives at key project milestones and final project completion, to confirm project acceptance and satisfaction, and to establish lessons learned
* Worked with internal PMs to help them understand and implement the role of Scrum Master
* Coached team to become self-organized and able to hit commitments at high level of quality
* Coached team members on Agile principles.
* Served as Scrum Master for development teams and removed impediments to team progress
* Maintained relevant metrics that help the team see how they are doing
* Communicated Project Requirements, Business Issues, Solution and made recommendation.
* Responsible for defining the scope of the project, gathering business and system requirements, and documenting them textually or within models.
* Supported IT unit creating functional specification documents for the design, development and implementation of strategic projects.
* Assisted various members of the scrum team in resolving issues, validating results and communicating status and risks.
* Participated in conference calls with offshore and onshore team.
* Managed and evaluated all data, ensured accuracy and recommended appropriate solution for same.
* Managed business objectives and monitor implementation of all businesses.

**Environment:** Microsoft Office Suite, SharePoint, MS Office, MS Visio, and MS Project

**Verizon - Irving, TX June 2014 – Sept 2016**

**Scrum Master - Agile Coach,**

**Responsibilities:**

* Organized and facilitated sprint planning, sprint reviews and retrospectives, daily stand-ups, and inter-team dependency meetings with partially distributed offshore teams
* Worked with the teams to get User Stories documented and sized for the product backlog
* Scrum Master for e-commerce project that included purchasing services via mobile phone.
* Helped create a product backlog using requirements that already exist (helped in the transition from Waterfall to Agile), assist team in implementing the process for creating increments and tasks.
* Facilitated retrospectives at key project milestones and final project completion, to confirm project acceptance and satisfaction, and to establish lessons learned
* Worked with internal PMs to help them understand and implement the role of Scrum Master
* Coached team to become self-organized and able to hit commitments at high level of quality
* Coached team members on Agile principles.
* Helped teams improve estimation capabilities
* Served as Agile Coach and Scrum Master for development teams and removed impediments to team progress
* Maintained relevant metrics that help the team see how they are doing
* Assisted the product owner with keeping the backlog groomed

**Environment:** UML, Clear Case, MS Access, MS Office, SQL Server, Visual Studio, SDLC

**Merrill Lynch - New York, NY July 2013 – May 2014**  
**Scrum Master**   
**Responsibilities:**

* Conducted and ran the SCRUM Ceremonies: Daily Stand-ups, Story Pointing, Iteration Planning and Tasking (Capacity Planning sessions), Iteration Retrospective and Iteration Demo
* Estimate time lines and work on creating a deployment plan & implementation.
* Removed impediments for the Scrum Team
* Analyze the current process and drafted the As-Is and To-Be process flows
* Provide a project status to leadership and management teams during SCRUM of SCRUMS meetings.
* Facilitating the daily scrum meetings. Provided visibility to team to identify impediments/risks and helps eliminate them
* Coached and Mentored the team to bring about best agile practices
* Encouraged the team for self organization to boost the efficiency and coordination
* Worked with APO to prioritize the stories for iteration.
* Helped the product owners to come up with set of stories for better understanding for estimate and development.
* Tracked and reported status and other metrics against goals on an ongoing basis
* Managed offshore teams in different geographical places.

**Environment:** Agile/Scrum, MS Visio, MS Project, MS Office (Word, Excel, PowerPoint), Visio.

**Wachovia Bank - Charlotte, NC Feb 2011 – June 2013  
Scrum Master**

* Facilitated entire suite of ceremonies, including sprint planning, daily stand up's, retrospectives and demos.
* Empowered team to self-organize and encouraged cross functionality of skills
* Developed and implemented key enterprise agile center of excellence group principles for process improvement
* Assisted team with making appropriate commitments through story selection, sizing and task definition
* Evangelized the benefits of Scrum to ensure its smooth adoption
* Utilized agile tools to closely monitor team velocity, product/sprint backlogs and release/sprint progress

**Environment:**MS Access, MS Office, Visual Studio, Agile, Rally, JIRA