



## MD MOMEN UL KAWSAR (SHOUROV)

Skilled in Project management and Business analyst area offering almost 8 years of working experiences in multiple business sectors. True problem-solver dedicated and hardworking in business analysis and software project management pipeline. Leads cross-functional teams to plan and build world-class technology solutions.

### CONTACT

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### SKILLS

- Project Management
- Business Analysis
- Requirement Analysis
- Prototyping and Documentation
- Risk Management
- Schedule Management
- Resource Allocation
- Cross-Functional Collaboration
- Stakeholder Communications
- SDLC

### EDUCATION

- **B.Sc in CSE**  
*Shaikh Burhanuddin Post Graduate College | 2013-2017*  
CGPA – 3.16 out of 4.00
- **HSC**  
*Government Tolaram College*  
2011-2012  
GPA – 4.40 out of 5.00
- **SSC**  
*Syedpur Bangabandhu High School*  
2009-2010  
GPA – 5.00 out of 5.00

### PROFESSIONAL EXPERIENCE

**Senior Executive – Business Simplification & ERP Development |**  
Aug. 2023 – Continuing  
**Multibrand Group.**

- Liaised between departments to facilitate communication and keep appropriate parties updated on project developments.
- Supervised project from project start through delivery by prioritizing needs and delegating assignments.
- Scheduling and facilitating Scrum events, meetings, and decision-making processes.
- Developed and implemented project plans and budgets to ensure successful execution.
- Facilitated workshops to collect business requirements, User stories, analyzing business on it and user feedback.
- Defining Project Implementation, Customization & Monitoring the Development & Implementation Process.
- Translating requirements into prototyping including specifications as per user satisfaction.
- Coordinated with in house cross-functional teams to resolve project issues and mitigate risks.
- Conducting User Training plan, Monitoring and UAT from users.

**Senior Executive – ERP and MIS | Feb. 2022 – Jul. 2023**  
**S. F. Denim**

- Planned, created, tested and deployed ERP system life cycle methodology to produce high quality systems to meet and exceed stakeholder's expectations.
- Liaison with vendor management to identify and define project requirements and objectives.
- Defining ERP Project Implementation, Customization & Monitoring the Development & Implementation Process in the concerns of the company.
- Measure project performance, mentoring, and supporting entire teams to follow agile values, principles, and practices
- Facilitated workshops to collect business requirements, User stories, analyzing business on it and user feedback.
- Translating requirements into prototyping including specifications as per user satisfaction.
- Obtaining and managing resources, managing budget, and facilitating project execution, deployment, and closure according project plan.
- Conduct User training to train the users about the system operation.

## Training & Certifications

### Microsoft Power BI Certification

- Data Modeling, Power Query
- DAX, Power Pivot, Data Visualization

### CAPM ®Certification

- Project management knowledge areas
- Project management processes

### Agile Methodology: Including Scrum and Kanban

- Agile Values, User Stories,
- Scrum Framework, Sprints, Scrum Ceremonies

### Web Application Development – DOT NET

- OOP, Net Programming (C#, ASP.Net),
- Database (SqlServer2008, 2014)

## LANGUAGES

- Bangla: Advance
- English: Conversational

**Executive – ERP** | Feb. 2019 – Jan. 2022

**Nassa Group.**

- Work with Manager in charge of ERP management, ERP project tracking and document control activities.
- Performed internal system acceptance to deliver well-tested enhancements and meet business requirements according approved prototype and spec.
- Implemented new processes or systems of ERP based on stakeholder's requirements, assisting with system builds, testing and deliverables.
- Coordinating with cross-functional team members to make sure that all parties are on track with project requirements, deadlines, and schedules.
- Taught end users to navigate ERP system by developing and presenting training sessions.
- Conducting User Training plan, Monitoring and UAT from users.

**Senior Executive – ICT** | Jun. 2016 – Jan 2019

**Safia Apparels Ltd.**

- Planning and Defining IT System and ERP System Management & Implementation.
- Requirements analysis and develop prototypes and specs for before going to develop software
- Coordinated with cross-functional teams to resolve project issues and mitigate risks.
- Scheduled and facilitated meetings between project stakeholders to discuss deliverables, schedules and conflicts.
- Manage Support Engineer team to provide software/ web application support remotely and directly.
- Ensure quality data to measuring impact of the project intervention through various approaches using both qualitative and quantitative process.

## REFERENCES

- **Saeed Khan**  
Assistant General Manager | Logic Software Ltd.  
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[saeed@logicsoftbd.com](mailto:saeed@logicsoftbd.com)
- **Md Shahidul Islam**  
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## DECLARATION

I affirm that the details I have provided above are accurate and truthful to the extent of my awareness.



Signature: Md Momen UI Kawsar