SUBHA SEETHARAMAN

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PROFESSIONAL SUMMARY

An IT professional with 11 years of experience in developing and leading projects in Life Sciences and Healthcare domain. Demonstrated high level of delivery excellence across global teams and complex programs with great quality. Highly organized, methodical, demonstrated leadership, positive thinker. Experience in Portfolio Management and handled a key Pharmaceutical account.

SKILLS

Project Planning & Development	Budget & Forecast	Story-Based Development
Software Development Life Cycle	Strategic Planning & Analysis	Team Management
Agile Methodologies	Timeline Management	Quality Assurance
Risk Management	Change Management	Onsite offshore communication
Documentation Management	Status Reporting	Stakeholder Engagement
Jira & Confluence	Exemplary organization skill	MS Office & MS Project

WORK HISTORY

Career Break – 09/2016 - Present

Transitioning out of voluntary 5-year career break that I took to relocate across countries and settle down, now fully committed to return to work force on a full-time basis.

- Completed CAPM course with Udemy, and earned PMI CAPM certification in Oct 2020
- Completed training with CollabNet and earned Scrum Master - CSM certification in Jan 2020
- Current member of Elementary school PTA, active volunteering for book fair, yearbook publication, Funday events and PTA financial audit
- Current Board member in preschool, previously volunteered as room parent managing events.

Cognizant Technology Solutions – Chennai, India
Agile Technical Manager, 09/2013 to 04/2015 | *Client: AbbVie US*

- Spearheaded .NET web portal development, a validated system that's HIPAA compliant, maintaining time parameters, quality standards worth 1 Million USD yearly revenue
- Accomplished multiple project releases in hybrid agile environment realizing success through application of Scrum methodologies with a team size of 14
- Submitted several successful comprehensive bid proposals for projects and gained approvals
- Facilitated Scrum ceremonies - stand ups, sprint review, sprint retrospectives for seamless communication and transparency within team

- Coached and mentored 4 new team members, including conducting performance reviews; interviewed and hired new team members for certain roles & involved in active coordination with talent management, recruitment teams
- Closely collaborated with various stakeholders, project sponsors & communicated with transparency to identify and address project issues
- Worked closely with QC team in project audits, project management review, and audit findings, monitored risks throughout project lifecycle
- Collaborated with UI mobile team for designing user friendly views for iPad & Windows 8 tablet
- Optimized scheduling of activities, resource planning and dependencies in project plan for better execution and control
- Identified risks, planned risk responses and managed RAID document throughout project lifecycle

Portfolio Manager, 10/2014 to 04/2015 | *Client: AbbVie UK*

- Planned, executed and controlled multiple projects worth 200K concurrently thereby ensuring work performed complied with project deadline
- Motivated project teams in predictive environment, realizing success through application of SDLC methodologies with a team size of 8
- Facilitated and participated in weekly meetings with team to develop better plans, understand challenges & hurdles
- Created weekly status report, presented to client with absolute veracity and transparency
- Prepared comprehensive bid proposals for projects and gained client approval on costs worth 500K
- Managed Human Resources system, budgeting, invoice systems for all projects

Cognizant Technology Solutions – Shanghai, China
Associate Project Manager, 03/2011 to 09/2013 | *Client: AstraZeneca US*

- Led the .NET development team in predictive, cross-cultural environment with a team size of 8
- Delivered multiple releases of validated HIPAA compliance system that recorded pharmacovigilance data for drugs worth 750K USD
- Participated in monthly audits with QC, resolved audit findings, monitored & controlled risks throughout the project lifecycle
- Performed configuration manager role thereby deploying timely builds in development and testing environments
- Participated in requirement discussions, design reviews, defect triages and helped team to have better clarity
- Introduced new process changes like peer testing, mandatory code reviews in the project for quality deliverables
- Educated ODC resources on mandatory trainings, client culture, pre-requisites to get client account for development and delivery

Cognizant Technology Solutions – Chennai, India

Development Lead, 10/2009 to 02/2011 | *Client: AstraZeneca US*

- Planned project tasks, updated project plan and tracked tasks to closure; accomplished timely milestone achievements
- Led the .NET side web portal development by collaborating with multiple stakeholders and a team size of 8
- Closely worked with project team, stakeholders to identify & address issues, challenges, other project impediments
- Evaluated success of training programs and recommended improvements to upper management to enhance effectiveness
- Analyzed & effectively designed database, prepared design documents and participated in design reviews with architects
- Developed .NET webservices to be consumed by Oracle SOA suite, unit test cases, unit testing before system is released for verification and validation
- Managed task tracking with baseline project plan, metrics submission, closure of issues, risks and audit findings

Early Career – 07/2004 to 09/2009 – Chennai, India

- Designed and developed data model, stored procedures, design documents, unit test cases
- Co-ordinated & collaborated with project managers, developers, onsite coordinators, quality assurance, quality control and clients for project needs
- Brought in best practices, coding ethics for code development and ensured team of developers followed guidelines
- Implemented ETL Jobs for medical prescription data processing and set up frameworks using Microsoft .Net to handle the reporting module
- Built, tested and deployed scalable modular software product for NHS UK; performed work package level sanity for critical flows

CERTIFICATIONS

Scrum Alliance

CSM - [Digital Badge](#) - Issued Jan 2020
Renewal Date: Jan 2022

Project Management Institute

PMI CAPM – [Digital Badge](#)- Issued Oct 2020
Renewal Date: Oct 2023

EDUCATION

Master of Computer Applications: Computer Science, 05/2004
University of Madras - Chennai, India