**Sanjay. Totakura**

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**Professional Summary:**

* 3 years of experience in providing **design,data analysis, research**, process architecture, development operations, **efficiency solutions through simulation**, performance management and control, change management, and training.
* Managed cross-functional software development **end-to-end projects with multiple business units** from designing and planning to maintenance phases.
* Expert in business **governance improvement**, **cross-functional optimization**, and reporting activities.
* Performed sourcing **data compilation contributing to strategic sourcing** and procurement strategies of sales and operation, presenting important customer and status report data.
* Working with teams in software, hardware, quality system implementation, product & systems support, system development & upgrades, mentoring, generating procedures, metrics.
* Onsite / offshore coordination, developing technology roadmaps, multi-tasking, product release & deployment, implementing **strategic & tactical solutions** for excellent enterprise-wide customer relationships, and executing continuous improvement for the highest **business ROI**.
* Proficient in preparing Business Requirement Document **(BRD**), Software Requirement Specification **(SRS**), System Design Specification **(SDS),** Functional Specifications, **Use Cases**, and User Manuals.
* Dynamic experience as professional in domains of **automobile and Energy industry.**
* A proactive high performer with proven **ability to work with multi-discipline**, cross-cultural teams and end users.
* Experience in Working with government bodies **Illinois Department of Energy** and **Village of Bensenville** in UNITED STATES and **MSME (**Micro Small Medium Enterprise**) of Central Govt. of INDIA.**
* Ability to handle multiple tasks and work independently as well as in a team.
* Good team player with excellent **written and verbal communication** and interpersonal skills
* Experienced in customer/client interaction, deep understanding of business systems functionality and technicality.
* Proficiency in working on KPIand with Subject Mater Expert in Material and Warehouse handlingto plan and execute efficient results based on Feedback.
* Partner with **subject matter experts** to gather and develop detailed business requirements for system implementations and service requests.
* Developed software design and analysis solutions for automobile parts using drafting techniques for automobile parts.
* Skills in developing **Use Case diagrams, Sequence diagrams, State Chart diagrams, and Class diagrams for** simulation of work environment through **Arena Simulation.**
* Proficient in gathering business and technical requirements from both formal and informal sessions through interviews, **NetMeeting, questionnaire, video conferencing, JAD sessions and conference calls.**
* Proficient in Strategic planning using feedback and past results leading resolution in complex situations.
* Experienced in creating Test Plans. Thorough hands on experience with designing test cases covering all test conditions and eliminating redundancy and duplications
* Extensive experience in **Functional, Integration, Regression, User Acceptance (UAT), System, Load.**
* Good Management, Execution and **Documentation skills.**

**Technical Skills**:

* Technical Analysis and Presentation Reporting.
* Business Systems Analysis and Functional Specification.
* Organizational Coordination, Intervention, and Management.
* Analytical Business Support and Benefit Reporting.
* Operational Management (Six Sigma) Efficiency Management
* Process Review and Improvement.
* Elicitation of Project Requirements, Planning, Budgeting and Forecasting.
* Commercial regulatory standards.
* Business and Use Case Definition/Development and Re-engineering.
* Performance Measurement and Opportunity Solutions.
* Cross-functional Issue and Problem/Risk Mitigation and Functional Design.
* Checkpoint Review Management.
* Implement Various Software Lifecycle Initiatives.
* Actionable Insight Decision Making.
* Experience with outsourcing; strong collaboration skills; ability to engage stakeholders and organizational teams.
* Results-oriented; break roadblocks, manage people accountability, and motivate team success.

**Other Training and Memberships**

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| **Standards** | Style guides, Gov. standards, ISO, Regulatory |
| **Operating Systems** | Mac OS Yosemite, Windows Family |
| **Tools** | MS Suite, Scribe, Pro-e, Auto CAD,Arena Simulation, Ansys |
| **Hardware** | Servers, Mobile devices, Computer systems, Peripheral equipment |
| **Methodologies** | SCM (Supply Chain), Various Quality Techniques, Six-Sigma, JIT, Lean, SPC, Scrum, Agile,Confluence, |

**Education**

* Master’s in Industrial Engineering.

Lamar University; Beaumont, Texas.

* Bachelors in Mechanical Engineering,

J.N.T. University; Hyderabad, India.

**Professional Experience:**

**Ogni Group, Chicago, Illinois June’13- Jul’14 (India) & Aug’16-Present**

**EngineeringAnalyst.**

**The Ogni Group** provides energy and consulting services to commercial and Industrial clients. We as engineers develop solutions that reduce energy costs, improve operations, maximize performance, increase energy efficiency and Business. They provide services to clients with efficient, long-term, and sustainable solutions that generate a positive return on Investment. From full scale energy construction projects to rebate processing, the Ogni Group has the experience and insight to become a long-term energy partner.

**Responsibilities:**

* Developed evaluation criteria, analysis, and presented contract proposals.
* Provided enhancements to customers or vendors selection portal and feasibility analysis for continuous feature deployment.
* Performed access queries to analyze and summarize data for presentation to decision makers. Reviewed cost center variances to reconcile deviations.
* Expert level competencies in scope management, engineering change order management and risk management.
* Working with different utilities like Con-Ed, Com-Ed, PSEG, PECO, PSEG- LI, NYSERDA on daily basis onvarious business project right from Analysis to Engineering and revenue management as a Key Subject Matter Expert
* Developed business initiatives, seeking new & emerging technologies, and higher vendor/client ROI.
* Prepared and executed risk management plans and activities including daily monitoring of action items.
* Identified, assessed, and prioritized risks based on resource availability, customer expectations, and complexity.
* Being a Scrum Master in there I have used strategic business analysis with both internal and external collaboration to build strengths, resolve weaknesses, expand opportunities, and avoid issues.
* Determined through data analysis, high, moderate, and low risks based on impact to cost, schedule, quality, and customer satisfaction.
* Identified and reported trending of issues in various classifications or characterizations, (i.e., logic, error handling, etc.).
* Assess the vulnerability of critical assets to specific threats to determine likelihood and consequences.
* Expanded systematic and structured risk management processes to ensure best available real-time information.
* Collected data and provided metrics for process reviews and target key vendor performance indicators.
* Produced supporting analysis needed for assessments, benchmarking, and business case development.
* Closed client and vendor communication gaps to streamline on boarding and SOW deployment.
* Implemented COTS technique to list put readily available products.
* Generated development-ready specifications and designs from various stakeholders.
* Cost/benefit analysis to determine technology and tools necessary for fulfillment of business goals.
* Business Analysis Planning and Monitoring activities in all phases.
* Elicitation of project requirements and made use cases according to the project requirement and customer needs.
* Provided enhancement recommendations and feasibility of technical solutions.
* Facilitated training and support of the knowledge base, increasing performance and business success.
* Produced user manuals, technical reports, performance status reports, and end-user documentation.

**MAJOR MILESTONE:**

* Worked with Government bodies **Illinois Dept. of Energy and Village of Bensenville** as a part of analysis team for construction of New Bensenville police station and involved in making revenue to our company by bidding an incentive amount for $118,000.
* Handled rebate projects for our customers in different states with different utilities like **Con-Ed, Com-Ed, PSEG, PECO, PSEG- LI, NYSERDA** for Incentive business worth more than 2 Million USD.

**Tek Signature Inc., Georgia April’16-Aug’16**

**Business Analyst (Customer Relations Trainee)**

TEK Signature is an international software development and consulting company with headquarters in the GA. They have been delivering software solutions for middle-market and enterprise customers across multiple target industries. They are currently a center-of-excellence for many of our long-term enterprise clients. Often acting as an extension of their development teams, we have built a flexible, quick-to-scale delivery team with a unique blend of process-centric talent management. With both our enterprise and our startup clients, they provide a strategic technology partnership that brings to the table our wealth of experience in heavy data technologies, along with nimble, inventive solutions.

**Responsibilities:**

* Gathered customer/business requirements by meeting with business users and generated business models and use case analysis
* Prepared the Software Specification Document for the application based on business/customer information.
* Created use case document to elaborate user experience considering the business objective.
* Converted Business Requirements to the Functional Specification to develop an architectural solution that the application meets the business requirements, resolve open issues, and change requests.
* Assisted in on-going process improvement efforts to ensure Test Planning, Execution, and Reporting is effective, efficient, standardized, coordinated, and integrated.
* Involved in generation and execution of SQL queries.
* Assisted the Senior Business Analyst in writing Functional Requirement Specifications (FRS) and User Requirement Specification (URS).
* Conducted JAD Sessions periodically with various stakeholders at various phases of the Software Development Life Cycle (SDLC) to discuss open issues and resolve them.
* Feature identification, defining and documenting business requirements and priorities.
* Critically evaluated the information gathered from multiple sources during requirements and analysis and responsible for tracking, tracing and managing requirements using Requisite Pro.
* Developed Test Plans and Test Cases as per Business Requirements.
* Interacted with development team for communicating the requirements and use cases.
* Identified and reported trending of issues in various classifications or characterizations, (i.e., logic, error handling, etc.).
* Developed business initiatives, seeking new & emerging technologies, and higher vendor/client ROI using Visual Studio’s Team Foundation Server and Test Manager.
* Performed access queries to analyze and summarize data for presentation to decision makers. Reviewed cost center variances to reconcile deviations.
* Implemented Agile Methodology for processing of business cases.
* Produced user manuals, technical reports, performance status reports, and end-user documentation.

**Fortune Industries, Hyderabad, India Nov’12-June’13**

**Production &Analysis Engineer (**Intern**)**

Fortune Two-Wheeler Accessories, a leading commercial accessories supplier in India. They manufacture various Two-Wheeler Accessories manufactured on contract basis for well-known brands as per the client’s requirements. Fortune Accessories is the first to offer 'Comprehensive Problem Solving' and advance technical support to the market. Their **"Isolate and Break*"*** strategy has gone a long way in helping company to go deep in to the problems faced by our customers and assist them with experience and technical capabilities to overcome major hurdles.

**Responsibilities:**

* Designed and Developed Crash guards for automobile on production floor.
* Analyzing its business all over south INDIA and worked with MSME to achieve certification of business.
* Managed project lifecycle, scheduling, daily briefings, reviews, technical consulting,
* Addressing issues and risks. Generated document deliverables; functional specs. Release notes, user manuals to successful deployments.
* Project scope, schedule and risk management.
* Elicitation of requirements for multiple projects.
* Developed use cases for facilitating improved capabilities working with SMEs/stakeholders and providing impact analysis.
* Drove organization change, IT governance improvements, enterprise architecture stability, and application creation.
* Conducted meetings and liaises with upstream & downstream systems to ascertain capabilities and setup plans.
* Led individually and as a team member, providing direction and mentoring to others.
* Gathered and clarify commercial business requirements with the customer to understand the business problem.
* Program strategy and tactical marketing plan with ROI and Cost-Benefit analysis
* Clarified issues with the customer and translating business requirements into technical requirements for the project team.
* Made use cases as per the market demand and for every new design approach.
* Consulted on tools, systems, services, and application integration; provided input to system design; decision making for functionality, configuration, and quality requirements.
* Gathered user/business requirements by meeting with business users and generated business models and use case analysis.
* Involved indesign, sales, Production control, and marketing of our manufactured parts all throughout south India.
* Prepared the Software Specification Document for the application based on business user information.
* Created use case document to elaborate user experience considering the business objective.
* Converted Business Requirements to the Functional Specification to develop an architectural solution that the application meets the business requirements, resolve open issues, and change requests.
* Assisted in on-going process improvement efforts to ensure Test Planning, Execution, and Reporting is effective, efficient, standardized, coordinated, and integrated.
* Assisted the Senior Business Analyst in writing Functional Requirement Specifications (FRS) and User Requirement Specification (URS).
* Conducted JAD Sessions periodically with various stakeholders at various phases of the Software Development Life Cycle (SDLC) to discuss open issues and resolve them.
* Feature identification, defining and documenting business requirements and priorities.
* Critically evaluated the information gathered from multiple sources during requirements and analysis and responsible for tracking, tracing and managing requirements using Requisite Pro.
* Developed Test Plans for crash analysis and Test Cases as per Business Requirements.
* Interacted with development team for communicating the requirements and use cases.