

DONNA MARIE FRADES

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CAREER OBJECTIVE

To obtain a position as a software engineer or related field that is suited for my qualifications and to positively contribute to the success of projects by leveraging my experience and skills in software testing, development and project management.

DESIRED POSITIONS

- Software/QA Test engineer
- Project Manager
- Software Developer

QUALIFICATION SUMMARY

- (1) Software development and testing
10+ years software development and test experience from the analysis, design, implementation and testing of software applications mainly for network management systems. Extensive experience in the full software development lifecycle using the waterfall model.
- (2) Project Management
Seven years project management experience in software development majority of which were for the delivery of Network Management Systems, a few months in software quality reinforcement initiatives and front-end web applications. Successfully leading small to large projects from initiation, planning, execution and closure of projects.

TECHNICAL SKILLS

- MS Project, C++, Unix/Linux/Windows, C++Test, JTest, vi text editor, Excel, Powerpoint, TortoiseSVN, Understand, JIRA, Sharepoint, Bit bucket

WORK EXPERIENCE

- Accenture, Inc. – Project Manager [Mar 2015 – present]
 - Manage cross-functional teams for delivery work
 - Create/review work plan of the team, validate schedule, resource assignment, capacity planning, monitor project status making sure work is delivered on-time and within budget.
 - Identify, mitigate, monitor risks and issues and escalate as necessary to top management or client.
 - Collect, validate and report status to relevant stakeholders.
 - Coordinate with the client, onshore and offshore teams to make sure that everyone is aligned to the same goals and expectations in the project.
 - Review time charges, making sure all are logged to the right tasks.
 - Review resource plan, making sure incoming members' skills are aligned to the project needs, review training plans and ensuring all team members take all the necessary trainings, coaching team members, establish people-engagement activities.
 - Implementing processes to ensure everyone in the engagement comply with the measures to prevent security-related incidents that could affect the client and the company.
 - Manage reviews and perform phase evaluation.

- NEC Telecom Software Phils.,Inc [Nov 1995 - Feb 2015]
Software Design Manager [2009 - 2015]
 - Resource and capacity planning
 - Setting and monitoring of quality, cost and delivery targets
 - Risk planning and monitoring
 - Conduct reviews of development, test and other support plans such as training and configuration management plans
 - Collect, validate and report status to relevant stakeholders
 - Validate and submit billing documents to the onshore team
 - Mentor and evaluate members performance
 - Creation of project proposals to onshore team

Software Design Supervisor [2004 – 2008]

- Perform requirements analysis
- Creation and review of estimates
- Creation of development and test plans
- Creation and review of design documents and source codes
- Creation and review of test specifications
- Perform testing
- Perform bug fix and bug fix review and analysis
- Plan and monitor the team's activities
- Provide regular status reports to the management

Software Design Engineer [1996 - 2004]

- Analyze and estimate module requirements
- Create, modify, review design documents and source codes
- Create, modify, review test specifications
- Setup development and test environment
- Test and debug modules

Bridge Engineer [2007 - 2009 in Japan]

- Analyze and create requirements specifications
- Perform development and testing work
- Review design documents
- Liaise between onshore and offshore teams

Network Administrator [1998 - 2000]

- Provide technical support to network users
- Perform regular network maintenance

OTHER INFORMATION

Education: University of San Carlos [June 1990 – March 1995]
 Bachelor of Science in Electronics and Communications Engineering

Japanese Language Proficiency : JLPT N3 (December 2010)

Availability: 1-month notice