

**Uzair Shaikh****Mobile:** +91 7385287790**Email id:** uzair04shaikh@yahoo.com**Skype id:** Uzair.shaikh04**Portfolio:** <https://uzair04.netlify.app/>**LinkedIn:** [linkedin.com/in/uzair04shaikh](https://www.linkedin.com/in/uzair04shaikh)

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**Career snapshot:**

Certified scrum master, PMP professional & SAFe practitioner with result focused having 10+ years of experience in IT industry

Solid communication, collaborative and team building skills with acumen in training and supporting team members as agile coach to achieve performance objectives

Organizing meetings to discuss project goals and progress

Maintaining project timeframes, budgeting estimates and status reports

Knowledge about software development life cycle(SDLC) that includes specifying and analysing requirements, release management

Expert at driving the adoption and enforcement of scrum rules, removing impediments and fostering self management

A desire to continually study new technologies and functionality, as well as be involved in projects that push the capabilities of existing technologies

In-depth customer-facing, relationship-building skills to interact directly with clients (onsite or offsite) and ensure continuity and customer satisfaction of services

Proven ability to capture opportunities for growth and establish lucrative relationships with key vendors and business partners

**Skill Set:**

- Agile Principles
- SAFe
- DevOps
- Requirement Gathering & Analysis
- People management
- Project management
- Risk management
- Product development and deployment
- Strategic and Tactical planning

**Overall responsibilities:**

- Identifying the requirements and documenting the business process.
  - Formulating excellent documentation on business requirements & budgeting
  - Managing various activities of the project such as information gathering, analysis, design and documentation.
  - Communicating with the stakeholders on behalf of the team as and when required.
  - Analyzing of different systems, document control and gaps in the process and systems.
  - Usage of Mockups, Data Visualization of products to have a better analytical view.
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## **Recent Projects**

### **Genpact India Pvt Ltd (Nov-21-till date)**

Title# 1	Credit Suisse
Client Location	Zurich, Switzerland
Role	Chief Scrum master
Accountabilities	<p>Enabled sprint planning, daily scrums, retrospectives, stakeholders meetings.</p> <p>Assisted product owner in backlog management and continues delivery of features.</p> <p>Maintaining project timeframes, budgeting estimates and status reports</p> <p>Providing release content notes to support wider communication for knowing the delivered features.</p> <p>Preparing training documents for keeping the team up to date with latest change.</p> <p>Handling Infrastructure Project including Data Center Migration, Disaster Recovery.</p> <p>Preparing Sprint Wrap up report after the end of each sprint and sharing it with various stakeholders and Product owners</p> <p>Coordinate all project inputs with several functional/technical directors, managers, project core teams, and project staff to formulate appropriate project tools, processes, and methodologies.</p> <p>Setting project goals and coming up with plans to meet those goals</p> <p>Implementing IT strategies that deliver projects on schedule and within budget.</p> <p>Established and implemented project communication plans, providing status updates to affected staff and stakeholders.</p>

**System Plus Pvt Ltd (Sept 17-Nov 21)**

Title#2	Roundpoint's Mortgage
Client Location	Charlotte, US
Role	Scrum master
Accountabilities	<p>Enabled sprint planning, daily scrums,retrospectives, stakeholders meetings.</p> <p>Assisted product owner in backlog management and continiues delivery of features.</p> <p>Providing release content notes to support wider communication for knowing the delivered features.</p> <p>Communicating with the stakeholders on behalf of the team as and when required.</p> <p>Analyzed the company's existing processes and procedures to make strategic recommendations to enhance agency-wide information dissemination, communication flow, and administrative support systems delivery</p>

**Education Qualification:**

Master of Computer Application (MCA)  
College – Vishwakarma College of Arts, Commerce and Science, Pune  
(Affiliated to Pune University)  
Grade: First Class

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