

RAVI CH

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**Objective:**

To pursue a highly rewarding career and seeking for a job in challenging and healthy work environment where I can utilize my skills and knowledge efficiently for organizational growth.

**Professional Summary:**

* Having **6.5 years** of IT Experience with **4+ years** of relevant experience in **Robotic Process Automation**

(**UiPath**) as a Developer and have a good understanding of RPA concepts and methodologies.

* Adept in Robotic Process Automation from requirements gathering, solution designing, coding, testing, debugging, documentation and implementation.
* Proficient in managing large and complex projects or multiple components of a large project involving more than one company’s product.
* Good experience in understanding the business requirements and creating, modifying and enhancing Workflows for the business process model in UiPath.
* Creating PDD, logic flow design and effort estimation based on business requirement
* Gathering detailed requirements from Client for business requirements go through SDD
* Strong experience in UiPath to automate Web, Excel, PDF, Desktop Application, Database, API, Email Automation technologies.
* Experience in structured Table and pattern - based Data Extraction in using Web Data Extraction and export the data to CSV, Debugging and identifying the errors by using Exception Handling.
* Worked on UiPath work queues to manage Bot workloads.
* Exposure in communicating with internal/external clients to determine specific requirements and expectations; managing client expectations as an indicator of quality.
* Excellent communication skills with troubleshooting, problem defining & solving capabilities.
* Created Custom Activities and added to UiPath based on the process requirement.
* Automated mail activities like sending mails from outlook, downloading attachments in a particular folder.

**Certification:**

Certified in **UiPath Advanced RPA Developer (UiARD)**

**Technical Skills:**

Automation Tools: RPA UiPath

Languages: VB.Net, C# and SQL.

Databases: Microsoft SQL Server

Operating System: Windows Environment

**Educational Qualification:**

* + Bachelor of Technology in Electrical and Electronic Engineering from JNTU, Hyderabad.

**Professional Experience:**

* Worked with **TCS** as a **Software Engineer** from April, 2017 to Sep, 2021.
  + Working with **FULCRUM DIGITAL INC** as a **Software Engineer-Project Delivery** from Nov, 2021 to till date.

**Project Profile:**

# Project - V:

Title of the Project: Rockville Reporting

Client: Riverstone

Role: RPA Developer Tool Used: UiPath Studio

Description:

In this process user asks for validate the output reports on the basis of validation steps/rules defined by Business. The Rockville team provides consolidated reports to multiple vendors (Eg: Liberty and Brits) in every month, these reports are consolidated data for the previous month in a certain format described by the vendor. The bot will pick one email at a time and select the type of report based on the subject line of the email and downloaded attachment is extracted and the desired manipulations (filtering data, formatting data, aligning data, creating data sheets and pivot tables) are done to get the desired output report for the specified report type. Once the desired report is created, the data is validated as per business requirement and validated output report is attached in an email with the subject line and email body as per business requirement.

Roles & Responsibilities:

* + Designed UiPath process solutions in accordance with standard UiPath design principles and conventions.
  + Developed Process Define Document (PDD) to capture end to end user keystrokes and system behavior.
  + Develop and translate Solution Design Document (SDD) into an over-arching design to minimize configuration.
  + Created the Logic flow design as per the requirement, create sample work flows and troubleshoot the process in production
  + The business user will send email to mailbox, consisting of the required raw input data file as attachment and the “report name” as the subject line.
  + The bot will pick one email at a time and select the type of report based on the subject line of the email.
  + Once the report type is selected the bot will download the raw input file attached to the email. If the attachment is not present the bot will throw an error and proceed to the next email.
  + The downloaded attachment is extracted and the desired manipulations (filtering data, formatting data, aligning data, creating data sheets and pivot tables) are done to get the desired output report
  + Once the desired report is created, the data is validated as per business requirement and validated output report is attached in an email with the subject line and email body as per business requirement.
  + The email with attachment is sent to the respective stakeholders for the report.

**Project - lV:**

Title of the Project: CDI UpdateNotes

Client: Riverstone

Role: RPA Developer Tool Used: UiPath Studio

Description:

The CDI Update Notes Bot will be used by Claims team to update the notes of the processed WorkMatter number. This bot will use extracted data Input data of shared folder and update the notes in GuidewireCC for the uploaded documents. Once input data is completed send the output status report to stakeholder via email.

Roles & Responsibilities:

* + Created UiPath process solutions in accordance with standard UiPath design principles and conventions.
  + Created Process Define Document (PDD) to capture end to end user keystrokes and system behavior.
  + Develop and translate Solution Design Document (SDD) into an over-arching design to minimize configuration.
  + Created the Logic flow design as per the requirement
  + The bot filter the data notes is available in input, sorted from oldest to newest based on the ‘Date Received’ column.
  + The bot opens and login to GuidewireCC portal on Edge browser and search for WorkMatter number one by one to update the Notes for the latest document uploaded.
  + The bot validate if note has been successfully updated and upon successful validation, the bot will move on to next document for updating notes.
  + After completion of all WorkMatter numbers, It will logout from GuidewireCC portal and close the browser.
  + The email with attachment is sent to the respective stakeholders for the report.

# Project - lll:

Title of the Project: Loss Run Reporting

Client: Riverstone

Role: RPA Developer Tool Used: UiPath Studio

Description:

The Power Bi Center tool is being used by the Rockville - Finance team to download the loss run report. The process involves multiple parameters (Insured Name, Policy Number and Policy) which is used to download the loss run report (ASI LR External) from Bi Center. This bot will enable the Finance team to get the Loss run report from Bi Center for Policy numbers.

Roles & Responsibilities:

* + Navigate to shared folder and extract the Input data from the Input Excel
  + Extract the Parameters (Insured Name/Policy No/Policy) from Input data
  + Login to the Bi Center - Reporting Services - ASI LR External
  + Check if Insured Name or Policy Number or Policy is Input, Enter the Parameter in the Parameters tab and select ‘Null’ for other filters and click on ‘Apply’ in Parameters tab
  + Download the loss run report as a PDF from the results page and repeat the above steps for all the remaining policies
  + Once all the parameters are processed, close the browser and save the output loss run report in the shared folder under the Loss Run Report>>Year>>Month>>Date>>PolicyNo Folder. Eg:2023\Feb\Date\PolicyNo
  + Send the output status report containing all the Policy numbers along with shared path to business stakeholders via email

**Project - ll:**

Title of the Project: OTCS Document Upload

Client: Riverstone

Role: RPA Developer Tool Used: UiPath Studio

Description:

The OTCS Doc Upload bot will be used by the records team to upload bulk scanned documents to the OTCS directly along with the metadata provided in the corresponding text file. Uploading document along with its respective metadata. This bot will enable the records team to upload bulk documents automatically from the shared folder. The responsible team will add the document (scanned documents) dump to be uploaded on OTCS with their corresponding text files containing metadata and relevant information in a shared folder.

Roles & Responsibilities:

* + The bot access the folder and upload one document at a time in OTCS and extract the metadata & other relevant information for the document from the corresponding text file.
  + Rename the corresponding pdf file with the “title” field extracted from the text file.
  + The fields “Bar Code” and “Content Type” inside categories are mandatory.
  + The bot updates with appropriate exception message and will move on to next transaction in case any of the either fields are blank and add the document and add the details extracted from the text file into OTCS.
  + Once the details are filled the document will be uploaded and upon upload the bot verify the correct document with the data has been uploaded.
  + If the file already exists then bot will retry uploading it by appending the filename with “\_BarCodeNumber”.
  + If the file is uploaded successful then bot will move on to next transaction else it will update proper exception message before moving to the next transaction.
  + The bot makes an entry of document upload status into excel file.
  + In case of document upload failure, create a copy of document & corresponding text file in ‘Failed Upload’ folder.

**Project – l:**

Title of the Project: Approval Offset

Client: Riverstone

Role: RPA Developer Tool Used: UiPath Studio

Description:

The Approval Offset is being used by the Billing team to update the unbilled claim status in the Sapiens Reinsurance. The bot will run once a month and update the status for Unbilled claims..

Roles & Responsibilities:

* Navigate to shared folder path and get the Input file, which will be shared by business team
* Open the “Pivot Unbilled” tab and filter the highlighted (yellow) in the column of ‘Cr/DB Cr’ in the ‘PORTFOLIO’ pivot table and double click on the ‘Unbilled’ highlighted cell (value) in the column of ‘Cr/DB Cr’ in the ‘PORTFOLIO’ pivot table
* The ‘Unbilled’ highlighted cell (value) opens the new tab (ex: Sheet1) and check if Sheet1 has all the information (Claim ID, Section\_Ref\_No,Party ID,Date…) and Extract the data from Sheet1 which need for the ‘Sapiens Reinsurance’
* Login to “Sapiens Reinsurance” and Navigate to “Accounting”>>” Technical Accounting”>>” Technical Results”>>” Technical Document Groups” and enter ‘Claim ID’ in the ‘Claim’ field and ‘Section\_Ref\_No’ in the ‘Reference’ field
* Click on ‘Search’ and Select row in the claim results based on last date and Click on ‘Details’ on selected row in the claim results and Check the ‘Status’ of the Party Name and update the same status in the ‘Command’
* Click on “Apply” and click on “OK” and once we update the status for a claim in Sapiens Reinsurance, update the same status in the excel sheet as well
* Send the output report to the Business and RPA team

**Declaration:**

I hereby declare that the above-mentioned information is true and correct to my knowledge.

Date:

Place

Thanks,

Ravi