# FEBIN PHILIPOSE

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**~ PROJECT MANAGEMENT ~**

*Seeking to leverage expertise in a growth-centric organization of repute*

**Career Recital**

A qualified technocrat and an IT professional offering **10 Years** of experience in the field of **Projects Management;** presently spearheading functions with **Digitas, Mumbai as a Delivery Manager.**

Project Management

Project Planning & Execution

Requirement Gathering & Analysis

Documentation

Artifacts Maintenance

Digital Project Management

Client / Customer Relationship Management

Team Management

Training & Mentoring

Quality Assurance & Control

Mobile Application Development

Agile Project Management

**Profile At A Glance**

* Experience in all aspects of Project Management from requirements through development; product planning , business research, execution, monitoring, scheduling and estimation of medium to large sized projects involving complex business solutions
* Capable of managing clients for entire business practices and procedures; expertise in analyzing client's business and requirements, suggesting and implementing processes to deliver high quality business solutions and recommendations
* Proficiency in streamlining the process, building successful strategies and business plans, increasing operational efficiencies, and advising on operational, analytical and strategic issues
* Recognized for managing complex projects (with tight timelines), Building and Leading Teams, Cultivating and nurturing relationships, and Critical Problem-Solving
* Excellent communication and interpersonal skills, an ability to effectively interact with different levels of the organization
* Motivating and enthusiastic professional with an excellent approach to achieve triumph in all projects.
* Capable of delivering success in a complex project with scope for learning and challenge
* Successfully managed to sign-off 4 projects from the Client within a span of 7 months
* Promoted from a Trainee to a Coordinator within a period of 6 months
* Promoted from a Lead Project Manager to Delivery Manager within a period of 12 months with Digitas.

**Credentials**

**BMS (Marketing)** from S K Somaiya College in 2010

**Certifications:**

* PRINCE2® Practitioner Certified, Mumbai, 2015

**Professional Contour**

**Digitas, Mumbai**

**Delivery Manager (Sep’18 – Present)**

**Key Deliverables:**

* Responsible for facilitating daily scrum, sprint planning, sprint demo, and retrospective meetings.
* Responsible for conflict resolution by focusing on scrum values of openness, honesty, and respect.
* Liaise with the Business Analysts to understand the project road-map defined at the program level.
* Liaise with the Business Analysts to define the scope for current releases.
* Responsible to forecast the numbers of deliverable possible in an iteration by ensuring that team

participates in sprint grooming, planning and estimates are shared in the session itself.

* Motivate and encourage the team to meet the deadlines planned within a given sprint.
* Act as a scrum master to resolve dependencies/roadblocks impacting the development internally or

with the client.

* Ensure that risks and changes within a given sprint are highlighted with respective stakeholders and

 take necessary steps to address them.

* Communication of release milestones with the Support team and coordination with them for

addressing critical post-go-live issues.

* Reporting the status of the project with key risks, dependencies, Sprint velocity to the client on a

 weekly basis.

**POCKET APP, Mumbai (Jun’15 – Sep’18)**

**Project Manager**

**Key Deliverables:**

* Take lead of scrum teams as the Product Owner
* Providing vision and direction to the Agile development team and stakeholders throughout the project and create requirements
* Ensure that the team always has an adequate amount of prior prepared tasks to work on
* Plan and prioritize product feature backlog and development for the product
* Define product vision, road-map and growth opportunities
* Assess value, develop cases, and prioritize stories, epics and themes to ensure work focuses on those with maximum value that are aligned with product strategy
* Provide backlog management, iteration planning, and elaboration of the user stories
* Work closely with Product Management to create and maintain a product backlog according to business value or ROI
* Lead the planning product release plans and set expectation for delivery of new   functionalities
* Provide an active role in mitigating impediments impacting successful team completion of Release/Sprint Goals
* Research and **analyze market, the users, and the roadmap for the product**
* Follow our competitors and the industry
* Keep abreast with Agile/Scrum best practices and new trends

**SDL INTERNATIONAL, Navi Mumbai (Jul’11 – Mar’15)**

**Project Coordinator**

**Key Deliverables:**

* Primary point of contact for customers including determining project requirements, managing expectations and client satisfaction by producing quality, on budget and on time deliveries through all projects
* Managed multilingual localization projects including software, website, technical documentation, marketing materials and multimedia components
* Effective management of global project team of 5 to 50 people, including linguistic teams, software engineers, QA testers, desk-top publishers
* Responsibility of full project cycle. This includes planning and scheduling of the project, resourcing and management of all internal and outsourced resources, control of quality deliverables, and maintenance of the project budget
* Daily contact with clients including kick-off meetings, status reports and post-mortem in line with ISO processes
* Maintained project on time, within budget and achieving customer satisfaction

**LionBridge Technologies (Jun ’10 - Jun ‘11)**

**Tester Trainee**

**Key Deliverables:**

* Prepared Test Cases according to CR, reviewed them and analyzed together with the team
* Involved in Test Case Execution, Preparation of Bug Report & UAT Testing
* Log project related issues in the defect tracking tool identified by the project
* Liaised with development team in troubleshooting the defects

**Key Highlights**

* Successfully lead a team of 15 employees

**Project Experience**

Project#1: **Formula One – Mobile App**

Client: **Formula One**

Description: With the Formula One app, the aim was to provide users with a great user experience and making sure users enjoy the same adrelaine rush on their mobile apps similar to the same experience as if they are watching live.

Role: Delivery Manager

Responsibilities:

* Acted as a scrum master to ensure that deliverables are well defined as per the high-level roadmap plan shared with the client by effectively co-ordinating with the tech leads.
* Acted as a scrum master to ensure the team is motivated and enthusiastic to deliver their best so as to ensure F1 fans have a great watching experience on their mobile apps.
* F1 core app was named for Android and iOS as ‘App of the day’
* Successfully managed to ensure the delivery of apps on both Android and iOS and improve the user rating from 3.2\* to 4.5 \* on both platforms.

Project#2: **Bluebay – Re-design website**

Client: **Bluebay**

Description: With the Bluebay website, the aim was to provide the client with a re-designed website that not only has a great user interface but also with a smooth user experience compared to its old website.

Role: Delivery Manager

Responsibilities:

* Managed to have client satisfaction with the client stating ‘the development matched with her
* Worked as scrum master to ensure the sprint deliverables planned are met on time and with quality.
* Arranging weekly status-meetings with the stakeholders to keep all key delivery stakeholders are up-to-speed on the ongoing progress of a release

Project#3: **Glide Parking App**

Client: NewPark Solutions

Description: With the Glide Parking app, the aim was to help users pay for their **parking session and exit** from the respective park using MasterPass as a payment provider with just a single-tap. This also included providing services like pre-booking particularly for events at venues along with season tickets for commuters and long-term parkers.

Role: Project Manager

Responsibilities:

* Acted as a product owner in providing vision and direction to help the team understand the client’s expectations by creating Functional Specs.
* Active role in planning and monitoring the project as a scrum master, highlighting risks and dependencies impacting the project to all the concerned stakeholders.
* Managed the change in requirements from the client within the fixed cost and time by **priortizing the product backlog on a timely basis.**
* Managed to deliver the app on both **Android and iOS platforms** on their respective app stores in a tight-deadline.

**Date of Birth:** 08th August, 1989

**Languages Known:** English, Hindi, Malayalam & Marathi

**Passport Details:** Number: L2454704, Valid Till: 04/07/2023

**Location Preference:** Canada / Australia /Mumbai