**VIKASH KHARE**

# Management Certified from IIM, Calcutta

Agile, OSAM, Business Analyst, AHM 250, Documentum, **Scrum Master** Certified

### Mobile: +91-8800635842, 8920816486 Email: vikashkhare19@gmail.com

### *A technology enthusiast who is keen on applying management theories for creating an impact through effective use of Data and Digital. A certified Scrum master who is dedicated to delivering value and solutions to customers.*

###  PROFESSIONAL SUMMARY

* Strong analytical skills with experience in Requirement gathering, Development and Testing.
* Preparing BRD and FRD artifacts and defining functional and nonfunctional requirement.
* Coordination with client, vendors and onshore team to capture the evolving requirements accurately.
* Passion for excellence with good people management skills and ability to manage change with ease.
* Development of web based applications and windows based applications as Techno-Functional Consultant
* Engagement with testing team to ensure awareness about dataflow and Test cases.
* Project management activities and coordination with multiple teams including leading a team.
* Strong knowledge of Documentum, eDMS, ECM, content management.

**Overall Experience: 9 years**

**SKILLS** - Business analysis, System Analysis, Requirement gathering, Creating Artifact (BRD, FRD, SSD), Agile, Scrum, DevOps, Project Management, SQL, UNIX, Documentum, D2, ECM, eDMS, Open Text, .NET, Tableau, PPMO on Health care, Clinical, BFSI and Telecom Domain.

Documentum 6.7, 7.1 version, Captiva, DMS, File net, Web Publisher, DA, Putty, which is mainly based on Java and .Net, Linux/Unix, domain is Documentum/ECM technology, Experience on Objective Records Management, Objective Document Management, Objective workflow, Objective Enterprise Search, Web Content Management Objective’s product ECM marketplace and technology. SQL query, LDAP, DQL with Application, Maintenance and Operation as well as execution, designing, migration and deployment.

## **PROFESSIONAL SUMMARY**

**NOVARTIS HEALTHCARE PRIVATE LIMITED** **(HYDERABAD)**  **January 2019 to Present**

**Technical Lead & Sr. Documentum SME**

Worked as Sr. Documentum (ECM) consultant and Tech Lead as SME also provide expertise on Documentum, ECM, D2, eDMS projects in all over the countries.

* Actively worked with stakeholders in 140 countries to provide expertise on Documentum, ECM and eDMS applications.
* SME (Subject Matter Expert) for Documentum and eDMS projects and applications to lead and run projects smoothly.
* Requirement gathering from scratch regarding Documentum, ECM , eDMS, DMS projects , creating artifacts and POC, UAT testing, functionality Testing, handover the project to client with new functionality.
* Actively involved in every release of the project with end to end activities.

**OPTUM GLOBAL SOLUTIONS (INDIA) PRIVATE LIMITED (GURGAON) July 2014 to Dec 2018**

**Senior Business System Analyst & Technical Project Manager**

**Project:** **Engagement Manager** (Cross-Application Project Manager) at QW Decommission Center of Excellence

* Worked with different stakeholders to decommission the application and its components.
* Worked on Infrastructure team and creating DRD as architecture level to provide the final lead of the application.
* Worked on PPM Optics, estimation and lead the project.
* Worked on Many Documentum, ECM & Open text Project with Onshore collaboration.

**Project: Business System Analyst** for “Smart Audit Master” Application.

* Preparing BRD, FRD, SSD, SRI, RTM, DSS documents (artifacts) & analysis of database through SQL, TWS jobs, Dot Net
* Provide solution and design level architecture to development team with flow chart and sequence diagram to propose the solution after Project Analysis
* Collaborate with onshore clients Development Teams and testing team to complete the project according to SLA along with preparation of UAT Test cases.
* Project budgeting and project management according to hourly rates to deliver the project within budget, and agreed timelines.
* Worked on API, DQL, SQL queries to complete the project with function and non-functional changes.

**Project:** **Business System Analyst and Documentum/eDMS Specialist** for UHG Clinical Applications, CareOne Application

* Worked as on healthcare and clinical applications.

**Project: Software Engineer** (Documentum & Configuration Management Specialist) for Document Management System

* Configuration Management activities related Documentum and Enterprise Content Management.
* Documentum 7.1 up-gradation and migration from Documentum 6.7 version, & XCP 2.1 installation
* Unit testing, performance testing of Documentum and D2 related project.
* Migration and Up Gradation activities regarding Documentum Migration 5.3sp0 to 7.0
* Involved in creating and maintaining Groups, Roles, Users, ACL, Custom object
* Involved with EMC/Documentum, D2 to enhance the product and fix any reported issues and bugs.

**HCL INFO SYSTEM (NOIDA) March 2014 to June 2014**

**Software Engineer**

**Project:** Documentum Technology in AAI (Airport Authority of India) project.

* Migration and Up Gradation activities regarding Documentum Migration 5.3sp0 to 7.1
* Prepare the HLD (High Level Document) and LLD (Low Level Document)
* Daily meetings with client and team regarding new Dev activities and Migration activities
* Resolve the Documentum related L3 level issue and Development issue, faced by Client in big manner.

**SELLCRAFT SOFTECH PVT. LTD. Sep 2013 to Feb 2014**

**Project:** **Business Associate/Application Specialist** in **TCS (Client)** forDUBAI National Telecom and security

* Discussion and Requirement gathering from Business, Onshore Client.
* UML and Use cases for requirement gathering
* Documenting Application enhancement & Testing
* Wireframe creation of the Application UI
* Matrix Model of metadata capture
* Participating in System Analysis Phase of application Development
* Review requirements and confer with the team to create LLD and HLD
* Work on the Design Enhancements, provide robust design solutions and conduct walkthrough
* Development of the modules within Timeframe & documentation of the development Process.

**ABB GLOBAL INDUSTRIES AND SERVICES LIMITED (Bangalore) July 2011 to September 2013**

**Application Specialist**

Project: Internal ABB Australia, Singapore, ABB Sweden ABB Poland, ABB USA and Canada Etc.

* Monitoring the installation process of specific applications and systems.
* Diagnosing the basic system and Documentum problems in DOCUMENTUM/ECM/eDMS and EMC2 product.
* Administering the system in accordance to the requirement with Web logics and LDAP server.
* Installed software and hardware, updated the system as per the requirement.
* Involved in creating and maintaining Groups, Roles, Users, ACL, Custom object
* Writing DQL queries to retrieve document for changing the Life cycle and revising the document.
* UNIX shell Scripting and troubleshooting

**ACHIEVEMENTS**

1. Part of ‘Best production delivery Team’ of **ABB** project for two years, awarded by ABB management.

2. Awarded by Manager for Excellent performance -‘Feather of my Cap’ from ABB Management.

3. Awarded a certificate for being a part of best delivery team of TCS project of 2013-2014.

4. Got Special Recognition from Client i.e. TCS Hyderabad

5. Got many Bravo Award (Recognition Award) from USA client in **United Health Group** (Optum)

**CERTIFICATIONS**

* Requirement Gathering and Business interaction internal training in TCS
* 30 days training on DOCUMENTUM in ABB GISL, Bangalore
* 30 days training on PL/SQL in TCS.
* 15 days Training on UNIX Shell scripting in United Health Group, Gurgaon
* Certified UHG internal Agile, Scrum, OSAM
* **AHM 250** (American Healthcare Management) Certified.

**EDUCATION**

* **Executive Management Certified** from **Indian** **Institute Of Management (IIM), Calcutta** (2014-2015)
* **Bachelor of Engineering** (Computer Science) with **74.13%** from GLOBUS ENGINEERING COLLEGE, BHOPAL, Govt. Rajiv Gandhi Technical University, Bhopal (MADHYA PRADESH) in 2006-2010.
* 10+2, **70%**, Government Higher Secondary School, Pichhore, M.P. Board School 2005-2006.
* SSC, **71.4%,** SARASWATI SHISHU VIDHYA MANDIR H.S.S., PICHHORE, M.P. Board School Education in 2002-2003.

**EXTRA – CURRICULAR ACTIVITIES**

* 1st prize in Inter-College Cricket Championship “Sports Mania” (Captain of Team)
* Winner of Paper Presentation in college competition on OOPS programming.
* Won various competitions at school, college, district and divisional levels in Cricket and Athletics.

Analyst Business Analyst System Analyst