# Amitendra Singh

**Citizenship: Indian Date of Birth:7th July 1987**

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| **Address** |
| Flat No. 46, 1st Floor 2nd Cross T C Palya K R Puram Bangalore, Karnataka, India - 560036 |
| **Profile** |
| **Objective** To emerge as a globally compatible professional by continuous learning, and to excel in providing solutions in the desired field of choice  **Availability** Two Months |

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| **Key Skills** | | | |
| **Proficient** | | | |
| Software License Review, Project Management, Program Management, Project Commissioning, Mergers & Acquisitions | Risk Identification, Business Continuity Planning, Client Management, Client Servicing | Account Management, Market Research, Change Management, License Compliance  Advisory | IT Financial Management, Software Contracts, IT Governance, Auditing, Disposition |

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| **Education** |
| **2012 to 2014 Master of Science in Information Technology (correspondence)**  Dr CV Raman University, Chhattisgarh, India  **2007 to 2010 Bachelors in Computer Application**  Dr CV Raman University, Chhattisgarh, India  **2006 to 2007 Higher Secondary School**  Lokmanya Tilak higher secondary school Madhya Pradesh, India  **2003 to 2004 High School**  Government high school Bela Madhya Pradesh, India |

## Cognizant June 2019 – Present

**Engineer - IT infrastructure**

* Maintain the accuracy of the IT Asset repository
* Subscription Management
* Monitor ITAM policy compliance and escalates issues to ITAM Manager
* Assist with proactive Software license compliance
* Provide daily software purchase reports by adding license entitlements into the Software Asset Management
* Assist the team members who have questions or escalations related to ITAM
* Discovery and reporting of IT Asset variances (hardware, software and mobile devices)
* Review hardware and software purchase requirements, request quotes, create and track orders, initiate requests for deployment where required.
* Software IT Asset Management experience, including both server and desktop
* Experience on Snow, Flexnet, Service Center and Flexera
* Experience on major publishers Microsoft, VMware, Adobe IBM, and Dell EMC
* Work with software licensing documents and contracts
* Working with Excel advance level and Macro.
* Exposure with various vendors to identify, evaluate, execute and present a comprehensive program
* Licensing knowledge and product use rights for MS, Oracle, Symantec, IBM, etc
* Validation of the asset management database records
* Keep a track of orders against information in purchase orders for tracked assets
* Disposal vendor reports with the asset management database
* Receive notification of all Maintenance Contracts expiring within 60 days
* Calculate SW License position to determine Support demand
* Review need to extend SW maintenance / Support
* Send details to Contract Manager to renew Maintenance / Support
* Notify Vendor of intent not to renew maintenance / support

## Conduent Business Services India LLP Bangalore Sep 2017 to June 2019 Associate – Software asset Management

* **Subscription Management**  
  Ensuring subscription renewals done prior to expiry date and are renewed at the right level, include the right options and are done based on needs.
* **Operational Reporting**  
  Reporting on software/subscription applications on usage, costing, inventorying, maintenance expiry and compliance.
* **Compliance Management**  
  Working with internal stakeholders to ensure deployment of software applications are compliant and if not, working with the stakeholders to remediate any non-compliance.
* **Demand Management**   
  Collating demand from various stakeholders/functional groups within the organization to collate similar product requirements for the purpose of ordering sufficient licenses to meet demand.  
  discounts
* **Budget Management**Propose and own a specific budget amount for the purpose of BAU software license & subscription renewals.
* **Vendor Payment Management**  
  Ensuring publishers/resellers are paid correct amounts and  
  within a given timeframe.
* **Virtualization Management**  
  Ensuring virtualized environments are licensed compliantly, in the most cost-effective manner and also recommending options where available.

## Mphasis Limited July 2011 to Aug 2017

**Associate- Technical Support**

* New Software/Subscription Procurement
* Working with internal stakeholders and functional groups to  
  effectively and efficiently
* Analyze demand volumes
* Re-harvest where opportunities exist
* Procure best product
* Right size footprint – removing unused deployments.
* Procure based on actual usage/needs
* Purchasing at right support levels
* Advise internal stakeholders on options, if available.
* Specify how software is deployed
* Ensure deployment done as per recommendation

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| **Certifications** |
| * ITIL V3 Foundation certified * Flexera Discovery, Inventory & Application Normalization Certified |