**Name:** Anne S. Lambu

**Email:** annesuilaa@gmail.com

**Tell:** 817-903-7320 Dallas TX

**Summary**

* Team-player and certified Professional Scrum Master (PSM-I) with over 5 years of total experience leading software development teams in a traditional and Agile culture to deliver high valuable products within domains such as computer technology.
* As a servant leader with effective communication and problem-solving skills, I have been able to coach, mentor, and help the scrum team to adopt agile principles and value to support product implementation and delivery to our customers.
* Experience working with different Agile project management tools like JIRA/Confluence, Visual Studios, VersionOne and Rally.

**Area of Expertise:**

* Knowledge of various Agile frameworks: Scrum, Kanban Principles.
* Strong technical command of management tools; Jira, Version One, Rally and TFS.
* Scrum Ceremonies and Product Backlog Grooming.
* Relative Estimation and Story-Based Development.
* Experienced in Agile techniques: User Stories, TDD and Continuous Integration.

**WORK EXPERIENCE**

Sacho & Sacho Inc. Dallas, TX

Scrum Master 2016-2021

**Responsibilities:**

* Monitored team backlog daily and ensured it accurately reflects the current state of the sprint.
* Implemented agile methodologies using Scrum framework throughout the organization from executives to software to marketing across employers.
* Led the sprint planning, sprint reviews, sprint retrospectives and daily scrum with the teams resulting in project features that reach millions of customers.
* Support product owner in managing customer expectation for product deliveries and manage internal stakeholder’s communication resulting in increased customer engagement with new features.
* Strategize and implement key scrum metrics (Burn Down Chart, Velocity) and submit status reports to senior leadership for assessment.
* Removed impediments and guided teams to remove impediments by finding the right personnel to remove impediments, improving developer’s efficiency.
* Maintain team metric and report project status on regular basis to product owner, improving decision-making.
* Building trust and a safe environment where problems could be raised without fear of blame thus improving employee retention rate.
* Monitored and tracked project progress and performance against project plans, reporting status to project stakeholders through structured communication.

Dallas College, Dallas, TX

Departmental Assistant 2015-2016

**Responsibilities**

* Provided administrative support to the organization through reception services, scheduling appointments, meetings, filing, researching files and records, and preparing and proofreading correspondence, reports, and other documents as requested.
* Processed documents and materials to help disseminate information in compliance with guidelines.
* Initiated outbound calls to College faculty staff to provide updated information and orientation on a variety of service offerings during Covid-19 lockdown.
* Assisted team members and department staff in meeting deadline for various task and projects as required.
* Prepared materials and logistics necessary for workshops student.
* Created and editing documents in Microsoft Office to ensure all details are free from errors and completed – Student club documents.
* Observed and protected the confidentiality of personal materials.
* Assisted in orientation of students on college disciplinary procedures and incentive awards.

**Technical Skills Used**:

**Methodologies:**Agile, Waterfall.

**Scrum Master:**Confluence,SharePoint 2007, MS Visio 2007, Microsoft Project, Access.

**Tools:**Rally, JIRA, TFS, MS Visio, SharePoint, Word, Excel, Oracle, VersionOne, SQL.

**Team Skills:**Scrum Master, Coordinating, Facilitating, Project Tracking, Agile Coaching, Servant leadership, Summarizing and Reporting.

**Education:**

* Professional Scrum Master Certificate.
* Associate in Health Information Technology