**RITESH R. RALEKAR**

**Phone**: +91- 9850607621 | **E-Mail:** riteshralekar02@gmail.com

**Address:** 102,Om Bramha, Lane -17, Dahanukar Colony, Kothrud, Pune, Maharashtra – 411038

**PROFILE SUMMARY**

* Possessing 10+ years of rich experience in **Enterprise Application and ERP Systems as Lead Functional Consultant.**
* Gained forte in **ERP Application** in Documentation, Testing and Implementation Phase**.**
* Holds experience in lead client throughout the complete implementation and support cycle.
* Skilled in understanding customer's business requirements, needs, and objectives and transform same to company processes, solutions and modules being implemented.
* Holds experience in extending **ERP Product Platform based Product Support** in the Technical analysis, documentation, reviews,testing the implementation of ERP developments, ranging from small enhancements to large projects.
* Some of the prominent skill areas are **SRS, BRD documentation, Scripting, Application Installation, configuration, and troubleshooting,** etc.
* Holds an analytical approach towards solving complex customer issues related to data and processes.
* Ensure seamless transition through customer lifecycle working closely with pre-sales, professional services, Development, QA and support teams.
* Demonstrated excellence in nurturing and maintaining the strong relationships with both Domestic and International Clients.

**Strategic Responsibilities &Leadership**

* Adept at defining, leading and driving project operations effectively, through the implementation of several management dynamics including Strategic Execution Plans, Task & Resource Allocation, Team Management, Performance Monitoring/ Supervision, Progress Reviews, Hiring, Training & Employee Development etc.
* Skillful at liaising and coordinating with clients during project planning & cost estimation stage to achieve competitive edge at the implementation stage.
* Functioned & fulfilled as multifaceted professional as that of Consultant, Influencer, Mentor, Project leader & Change leader.

**COMPETENCIES**

Enterprise Application and ERP Systems • ERP/CRM Implementation • Software Requirement Gathering • Functional Analysis • Software Development Cycle • Quality Assurance and SLA compliance • Software Configuration and Techno-functional Support • Client Relationship Management • SRS, Business Process Mapping and GAP analysis • Software Testing – Functional, Integrations and UAT • External BI Tools and Scripting • Application Implementation Program Management • Release Management • Delivery Management • Team Management •WordPress

**TECHNICAL SKILLS /TOOLS**

**Operating System** - Windows Server 2003/2008/2012/2014, WINDOWS XP, 7,8,10.

**Database** - Microsoft SQL Server 2005/2008, MS Access, Sybase (with SQL operations).

**Programming** - Python Scripting, PL/SQL.

**Testing Tools** - JIRA, Bugzilla, Nuxeo, Bugz.

**EXPERIENCE & PROJECTS DELIVERED**

**Manager (Support and Implementation) – Engineering Design and Software Services Pvt. Ltd.**

**Pune, Maharashtra | 2011 – till date**

Managing the operations towards ERP Product based Project Support and End to end Implementation process. As Functional Consultant spearheading techno-functional and managerial activities for the ERP projects, encompassing **Analysis, Documentation, Support management, and client management** as per SLA terms, optimization and compliance with PMO processes.

* Pioneering the Client Interaction for ERP project requirement gathering.
* Conduction feasibility analysis of the project, with respect to the technical development requirements, Documentation.
* Managing the preparation of Software Requirements Specification (SRS) and Gap Analysis Documentation.
* Developed Coordination within the team members and providing functional assistance on the ERP development.
* Conducting Software testing application, identifying areas of improvements, bugs, and errors.
* Preparing Defect Reports, to be submitted to the development team, and ensuring the required development iterations.
* Extending Application Support, Updates Delivery and Release management, acting as a bridge between the team & the client.
* Ascertaining Technical assistance to Implementers and End users, covering both Software Configuration and Troubleshooting.
* Managing Customer’s Customization Process and related financials as per development efforts.

**Project Coordinator (QA and Implementation) – Softtech Engineers Pvt. Ltd.**

**Pune, Maharashtra | Mar 2007 – 2011**

* Developed close communication with the client through the entire development cycle of the ERP projects, including support, delivery and release management.
* Prepared Software Requirements Specification (SRS) and Gap Analysis Documentation for the projects, based on client’s requirements and after requirement gathering process.
* Assisted the development team over project functional aspects, ensuring being in sync with the project requirements
* Conducted Software functional Testing (Manual) for Client server and Web application, identifying areas of improvements, bugs, and errors.
* Prepared Test Cases, and consolidated the Defect Reports, to be submitted to the development team, and ensuring the required development iterations.
* Extended Application Support, Updates Delivery and Release management, acting as a bridge between the team and the client.

**Senior Engineer – Eric Structures Pvt. Ltd.**

**Pune, Maharashtra | Mar 2006 – Mar 2007**

Handled the bidding/tendering work for American Clients projects. Designed and provided detailing in the steel structures. Worked On Websites Design/Customization related to Tendering/Bidding Work.

**Senior Estimation and Planning Engineer – V.C.P.L.**

**Pune, Maharashtra | Oct 2001 – Mar 2006**

Processed and prepared the project estimations based on the Tender Contract and project BOQ. Processed various Tenders as per their requirements and handled the Sub-Contractor and Client Billing Payouts. Managed the techno-commercial responsibilities such as preparing the monthly report reflecting work progress summary, material consumption and cash flows of each project.

**PROJECTS and AREAS WORKED ON**

**Company -Engineering Design and Software Services Pvt. Ltd.**

**HIT-OFFICE (10.1 to 17.3)** is a Comprehensive, Integrated, Modularized, desktopand web based and **Enterprise** **ERP System** for the Construction and Trading Industry.Integrated with Multiple Modules wiz budgeting, Project Management, Contracts Management, Vendor Management, Purchase, Inventory, Sales, CRM, Sales, Equipment, Maintenance, Assets, Accounts etc.

**Unisol 1.01** is a Modularized Application to Find Suitable machinery as per the project requirement and machinery capacity.

**WebSite Designing** – Customized Website Designing for SME Organizations. (Securities Analysis, CA firm)

**Implementations Details** : Kumar Properties,Pune (3 Months), Puranik Builders, Thane (3 Months), VJ Group, Pune(2 Months), SJ Contracts Pune(6 Months), VM Group, Ahmedabad (2 Months), Odeon Group, Delhi (1 Month), Reddy Structures, Bangalore (1 Month), Futurescape Infra, Baroda(1 Month), Capital Infra, Indore (1 Month), Ramkey Infra, Hyderbad (1 Month)

**Support** : Ficos AG (Belgium)

**Company -Softtech Engineers Pvt. Ltd.**

**OPTICON** - is a Comprehensive, Integrated, Modularized, Windows based as well Web Based and User-friendly ERP System for the Construction Industry with Multiple Modules wiz budgeting, Project Management, Contracts Management, Vendor Management, Purchase, Inventory, Sales, CRM, Accounts etc.

**PWIMS**-Public Works Information Management System is completely web based system to manage Budgets, Estimates, Tendering and Billing of Works getting constructed or maintained by the organization.

**BPAMS** – Web Based Solution for Business Process Approval Management system supporting organizations Hirarchy.

**E-Learning** **Suites**- Multimedia Based Solutions for Education Institutes and Product Training.

**Implementations Details:** ICC LLC, Muscat Oman (1 Month), ITB LTD. Lagos Nigeria (6 Months),Lodha Group, Mumbai (1 Month), Butala Group, Ranchi (15 Days), PWD, Uttarakhand (6 Months), MEP TECH (Sharjah, UAE) (1 Month)

**EDUCATION**

**2001** **Post Graduate Diploma in Advanced Computing,** C-DAC , Bangalore

**2000 Bachelor of Engineering – Civil Engineering,** Amravati University, Amravati (69%)

**PERSONAL DETAILS**

Date of Birth - November 2, 1978 | Languages Proficiency - Marathi, Hindi, English | Father’s Name - Ramesh D. Ralekar |

Passport Number - R1319594 | Hobbies/ Interest - Listening Music, Traveling, Swimming, Gardening