**Rajani Chandramouli**

***Agile Coach and Scrum Master***

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Agile Scrum Master with a history of delivering successful product deliverables, & excellent record of achievement in building and managing winning teams in IT industry.

**Summary of Expertise:**

* Over 18+ years of experience in IT industry with versatile skills set and good experience in product delivery management and customer interaction
* One of the first member and group to be part of Agile Scrum training and implementation in 2006 and 2007 in India.
* Led a role of an Agile coach and Scrum Master over 7 years with hands on experience in Agile tools such as Rally, Jira, and Microsoft Excel for creating product backlog, sprint backlog, sprint planning, task management, burn-up/down chart, and Retrospective meeting.
* Adept knowledge in **Software Development lifecycle** and **Agile** **Project Management** processes
* Experienced Agile coach with significant project management experience working with offshore teams (India) and onshore teams in an Agile environment.
* Strong at People Management in delivering large-scale software and Web development projects on time by effectively collaborating, facilitating, leading and coaching Scrum teams.
* Successfully transformed the team members to follow Agile practices and tools, techniques with relevant coaching mentoring and training.
* Experienced in customizing Agile practices suiting to customer requirements and enabling them to provide agile solution in accelerate the delivery and reduce time to market by improving the quality of the product.
* Worked in domains such as : IT industry (Software and Hardware development), Networking and Telecom, Medical and Health Care, Industrial Automation, ERP, CRM, and etc.
* Servant leader with excellent communication interpersonal and analytical skills.

**Competencies Other Competencies**

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| * **Agile** Methodologies such as Scrum, Learn, Extreme programming , Kanban, and SAFe * Facilitating and deploying all scrum ceremonies * Project/Product Management * Requirements Gathering & Estimation | * Software Development Life Cycle processes * Conflict Management Facilitation * Emotional Intelligence * Troubleshooting Ability * Worked on SEI CMM and ISO Standards |

**Technical Proficiency**

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| **Technology Awareness** | C, C++, SQL, HTML, XML, Java and Oracle 11g,Visual Source Safe, Rational Clear Case, MS Project 2000, Perforce |
| **Agile Practices** | Agile Requirement Analysis (Users Story), Sprint Planning, Release Planning, Retrospective sessions and Daily stand up meetings |
| **Agile Tools** | Jira (Online Certification), Rally, Trello, Confluence and MS Excel |

**Certification and Trainings Attended**

Scrum Master**|** ISMS LA for ISO/IEC 27001:2013 **|** Business Analyst Certification **|**SEI CMM and ISOQuality Management System **|** XML **|** Requirement Gathering **|** Microsoft Project 2000

**Professional Experience:**

## IRA TeK Consultancy Dec 2016 to March 2020

**Role: Agile Consultant**

* Conducted training and coaching for team of project managers, developers, and testers on Agile (Scrum) in Bangalore, Delhi and Mumbai branches for Invenio Software Solution.
* Conducted the training on Agile methodologies for different teams for NewNet Software Technologies
* Organized and facilitated sprint planning, daily stand-up meetings, reviews, retrospectives, release planning, demos and other Scrum-related meetings
* Followed planning Poker method to perform release planning and sprint planning
* Tracked and communicated the team velocity for every sprint & release progress.
* Effectively coached the scrum team to estimate and prioritise the user story using techniques such as planning poker and prioritisation technique such as MOSCOW for business value based.
* Imparted the team with Agile best practices such as time-boxing, continuous integration, code/design reviews, transparency, accountability, Trello tracking tool, product visioning, self-management, empowerment and role training resulting in realized velocity improvement of more than 100%.
* Conducted daily stand-ups in two-week Iterations, facilitated sprint reviews, retrospectives, and sprint planning
* Developed the roadmap for all teams to evolve toward predictive velocities
* Worked with the engineering managers to identify cross-team dependencies and managed team tasks.
* Interacted and coordinated with developers, testers and product owners and project managers for product details.
* Communicated and presented weekly updates to stakeholders and program managers

## RedSeal Networks Inc., June 2013- Feb 2014

**Role: Scrum Master**

* Translated business user concepts and ideas into comprehensive User Story and tasks.
* Work as Scrum Master and involved in facilitating the scrum ceremonies along with tracking and communicating the team velocity for every sprint/release
* Created Sprint plans in accordance with Agile (Scrum) framework. Identified ongoing issues and gaps within sprint plans, in order to eliminate impediments.
* Followed planning Poker method to perform release planning and sprint planning
* Planned, facilitated, and reported on progress of the project to the higher management using burnt down chart, task board and velocity and trend.

## *Triumph India* Software Pvt. Ltd., June 2010 to June 2013

**Role: Project Manager and Scrum Master**

Triumph India Software Pvt. Ltd., is a technical communication partners and out sourcing company. I was a part of their professional services division, handling the Agile product management.

* Cisco
* Infinera Corporation
* RedSeal Networks
* Led internal and external project teams to achieve project defined milestones and deliverables.
* Part of Agile practice as Scrum Master; involved in tracking and communicating the team velocity for every sprint/release.
* Scheduled meeting and interacted with Product Owners, Product Managers, developers, testers and other stake holders to understand the project needs and challenges.
* Gathered Business Requirements, Interacted with the Users, Designers and Developers, Project Manager and SMEs to get a better understanding of the Business Processes
* Converted the business requirements into User Stories and prepared sprint planning along with burn down chart to use and present in the daily scrum meeting.

## Siemens Information System Ltd. August 2005 to Feb 2010

**Role: Documentation Manager and Scrum Master**

In Siemens, my accomplishments in Healthcare and Industrial Automation domain:

* Spearhead five documentation teams of writers across the projects; through recruitment management, resource allocation, performance management, quality reviews, training, and retention.
* Successfully transformed the team members to follow Agile methodology with constant coaching and workshops.
* Organized and facilitated sprint planning, daily stand-up meetings, reviews, retrospectives, release planning, demos and other Scrum-related meetings
* Followed Poker gaming method to determine the sprint planning
* Tracked and communicated the team velocity for every sprint & release progress
* Worked with the engineering managers to identify cross-team dependencies and managed inter-team tasks
* Interacted and coordinated with developers, testers and product owners and project managers for product details
* Assisted team member in making appropriate commitments through story selection, sizing and task definition. Participated proactively in developing and maintaining team standards, tools and best practices.
* Defining the selection and appraisal processes of technical writer and was made available to other geographies.

## Infopro Solution Private Limited Oct 2003 to Aug 2005

**Role: Quality Assurance Executive (QA) and Technical Writer**

* Conducted SQA verification activities for different ongoing projects and submitted weekly SQA reports to the management; Plan and conduct company-wide internal quality audits across all projects and support departments.
* Designed and created documents such as: Initial Requirement Doc., System Requirements Doc., Functional Design Doc., Release Notes and User Manuals using Microsoft Word and Visio.

## Eximsoft Technologies Pvt.Ltd July 2002 – Oct 2003

**Role: Technical Writer**

* Worked on User Guides and Online Help for various range of products. Used tools like FrameMaker, RoboHelp and Visio.

## Renovision Pvt.Ltd Nov 1999 – June 2002

**Role: Quality Assurance Executive (QA)**

* Was part of Quality Assurance Team – An active member of (Internal) SEPG board, part of developing Quality Manual, Processes and Procedures in line with SEI CMM level 4 KPAs
* A team player in implementing SDLC processes like Requirements Analysis, Validation and Project management, Quality assurance, Configuration management, etc. based on SEI CMM (Level 4 KPAs) standards
* Conducted SQA verification activities for different ongoing projects and submitted weekly SQA reports to the management; Plan and conduct company-wide internal quality audits across all projects and support departments.

## Shri MM Softek Limited Feb 1998 – May 1999

**Role: Manual Tester**

* Testing each and every feature of the software. Test all the possible breakage issues and report them to the development team.
* Interacted with built team for the executable file of the build and installed in the server and made it available to other team member.
* Developed Online Help, User Manual, and Technical Reference Manual using MS Word and Win Help for a CRM application.

**Education**

* Bachelor in Commerce from Bangalore University, India. April 1996
* Diploma in Software Engineer from NICT Institute, Bangalore, India. 2000-2001

**Personal data**

Date of Birth: 17th December, 1973