**Tina.R**

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***CAREER PROFILE***

Prince2 certified and Scrum Master certified project manager with experience providing cradle-to-grave management over medium to large-scale IT implementations. Excel at liaising between business and technical areas to achieve on-time, on-budget and on-spec project completions. Able to merge customer and user needs with business requirements, budgetary restrictions and logistical considerations to meet project deliverables.

***PROFESSIONAL EXPERIENCE***

***Mahindra Comviva Oct 2019 to Present***

Comviva is the global leader of mobility solutions catering to The Business of Tomorrows. The company is a subsidiary of Tech Mahindra and a part of the $21 billion Mahindra Group. Its extensive portfolio of solutions spans mobile finance, content, infotainment, customer value management, messaging, mobile data and managed VAS services.

**Assistant Manager- Digital Financial Services**

* Responsible to plan, schedule and execute all stages of software, hardware, integrations and system implementations. Assessed business implications for each project phase and monitored progress to meet deadlines, standards and cost targets.
* Assist in the definition of project scope and objectives, involving all relevant stakeholders and ensuring technical feasibility.
* Assist both product and engineering teams through the various phases of the cycle.
* Excelled in guiding the work of technical teams. Articulated project goals and scope, translated business needs into technical terms, prepared detailed work breakdown structures (WBS) and instilled shared accountability for achieving project milestones. Ensure resource availability and allocation.
* Defined processes and tools best suited to each project. Moved between agile and waterfall approaches depending on project specifics and client goals, creating detailed project road maps, plans, schedules and work breakdown structures.
* For scrum specific projects, was responsible for setting up Sprint planning, daily stand-ups, Sprint review, retrospective and backlog refinement. Acted as a scrum master by facilitating required discussions and conflict resolution. Experienced in working with engineers and product owners in grooming user stories.
* Manage changes to the project scope, project schedule and project costs efficiently. Monitoring all deliverables in relation to the agreed plan by all stakeholders. In case of a deviation, it will be communicated to all stakeholders.
* Resolved numerous project issues including staffing shortages, tactical matters, scope creep and divergent business and user needs.
* Ensures on-time phase transitions by removing impediments.
* Perform risk management to minimize project risks.  Anticipate all possible, risk manage them by applying the suitable risk management strategy; while developing contingency plans.
* Coordinated with internal resources, clients, third parties and vendors for the flawless execution of projects.
* Create and maintain project documentation.
* Manages releases through release management.
* Responsible for facilitating filling RFP compliances and facilitating product demos during Bid workshop.

***Wibmo, Mg Road, Bangalore Aug 2018 to Oct 2019***

Wibmo is a leading technology and service provider for the financial services industry. The company is best known for its hosted risk-based authentication and payment security services. It provides solutions for mobile payments, fraud and risk management, prepaid solutions and a host of merchant services.

**Project Coordinator-Mobile Payments *May 2019- October 2019***

* Responsible for end-to-end delivery of the project from requirements gathering, design, development, testing, client UAT and deployment in production.
* Preparing the project plan for the entire project.
* Requirement gathering by communicating with Client and all relevant stakeholders.
* Developing project scopes and objectives, involving all stakeholders and ensuring technical feasibility.
* Works with developers and testers on estimates of all Product deliverables.
* Acted as scrum master in various projects.
* Works on Release Planning.
* Takes part in Sprint meetings.
* Ensures on-time phase transitions by removing impediments, through daily stand-ups.
* Assist with User Acceptance Testing (UAT) processes, including scenario and test cases review, testing execution and business sign-off. Supports the client with UAT.
* Monitoring deliverables, identifying potential roadblocks and defining solutions. Defining solutions after communication with all stakeholders.
* Responsible for effective communication with the business leads, operations team and the client.

**Customer Success Analyst-Mobile Payments *Aug 2018 to April 2019***

* Responsible for end-to-end delivery of the project from requirements gathering, design, development, testing, client UAT and deployment in production.
* Preparing the project plan for the entire project.
* Requirement gathering by communicating with Client and all relevant stakeholders.
* Manage cross-functional team that contains domain expertise from each of the functional leads.
* Liaise between business and technical personnel to ensure a mutual understanding of processes and applications.
* POC for all production issues.

***JCDecaux Advertising Pvt Ltd., Mg Road, Bangalore July 2015 to April 2018***

Jcdecaux is the world’s largest Out-of-Home advertising company, reaching audience in 75 countries. With sector leading expertise and solutions, Jcdecaux helps brands build meaningful interaction and brand communication with its consumers all around the world.

**Planning and Yielding Executive (ERP and CRM systems)**

Took care of new projects, software implementation, acquiring data from the software, analyzing it and providing steps to optimize the business. Also, prepare marketing packages based on the data received and share it with the clients. Manage the client data base and provide the clients with any information required.

* Conducted project kick-off meetings, defined project objectives and scope, tracked risks, assumptions, and managed detailed project schedules.
* Preparing the project plan for the entire project.
* Engage with various departments to gather software requirements.
* Identified and worked to remove barriers to successful completion of the overall project.
* One point of contact between all departments.

***EDUCATION***

* **Master of Business Administration (Marketing)** – New Horizon College of Engineering, Bangalore from VTU.
* **Bachelor of Engineering (ECE)** – Cambridge Institute of technology, Bangalore from VTU.

***Licenses & Certifications***

* PRINCE2® - Certified by Axelos
* CSM® - Certified Scrum Master by Scrum Alliance

Sincerely,

Tina