**Vidya Kantamneni**

**Technical/Agile Project/Program Manager**

**Ph. 757-469-5944;**

**kantamneni.v@gmail.com**

**SUMMARY**

Project Manager with 12 years of experience in project management and business analysis. PMI-Certified Project Manager and Certified Scrum Master aiming to leverage my experience and efficiency to expertise into Agile Project Manager role.

* **Skilled in Agile and Waterfall project management methodologies.**
* Adept at overseeing all facets of project lifecycle, including initiation and planning; Design and Development; change, risk, and issue management; and guiding QA teams.
* **Experience in cloud-based projects, scrum based approach and migration projects.**
* Highly proficient with the following work products: Project Schedules, Work Package, WBS, Project Charter, Business Case, Project Plan, RACI, Business Communication Plan, Staffing Plan, Requirements Documents, Business Process Flows, Risk Register and Decision Log.

**EDUCATION**

* Master’s Degree in Information Systems, Texas A & M International University – December 2006
* Bachelor’s Degree in Computer Science, BV Raju Institute of Technology, Jawaharlal Nehru Technological University – June 2005

**TECHNICAL SKILLS**

|  |  |
| --- | --- |
| **Tools** | MS Project, Excel, Azure Dev Ops, Office 365, Teams, SharePoint, Target Process, Enterprise Content Management Tools (e.g. FileNet, Documentum), JIRA, Confluence and ALM. |
| **Core Skills** | Project Management, Business Process Improvement, Client Communications, Project Scheduling, Release Management, Strategic Planning and Resourcing, Agile planning, Scrum, Kanban, Cloud Project Business/Work flow Analysis, UI Design, Waterfall, SDLC, Leadership and Mentoring. |

**CERTIFICATIONS**

* Project Management Professional (PMP), Project Management Institute (PMI) – February 2014
* Certified Scrum Master (CSM)

**EXPERIENCE**

**Maryland State Highway Administration (SHA)**

**September 2019 to Present**

**Technical Project/Program Manager**

**Responsibilities Include:**

* Responsible for planning, scheduling, coordination, directing and facilitating information technology needs and implementation of multiple cloud based projects - MMS, LIMS, SKID, ABSCOUR and SP migration from perm to online.
* Driving development teams and engineering teams; and executing the program of projects against committed milestones.
* Organize, direct, and manage multiple, complex project tasks in software design, development, implementation and ongoing support.
* Introduced and established change management process; worked with senior management, PMO and client teams to set up a CCB; Created change management SOP and workflow for other teams to follow.
* Manage and coordinate work through iterative agile methods.
* Maintain and manage the client interaction; POC for all communication across multiple projects.
* Meet with clients and upper management to formulate and review systems task plans and milestones.
* Track and provide update on project status, milestones, risks/issues within program/project area to client and OIT management.
* Identify, schedule and track all work assignments, tasks, portfolio backlog that will enable the client to prioritize work efforts (iterations).
* Scope and risk management -Identify, analyze, plan and mitigate project, program and technology risks
* Gather business requirements, design application workflows and work with technical team to design and implement solutions.
* Produce all required reports
* Conduct daily scrum meetings, remove team roadblocks, champion of Agile principles and best practices
* Established an Agile team; recognized "Definition of Done" for every story, sprint/iteration, and feature release.
* Established agile process, SOPs, deployment timelines and testing processes.

**NewWave (CMMI/CMS)**

**May 2019 – September 2019**

**Project Manager\Scrum Master\Platform Lead**

**Responsibilities Included:**

* Release Planning, Sprint Planning, Backlog Grooming, Sprint demos and Retrospective meetings for multiple releases running in parallel.
* Prepared project status reports and presentations for senior management. Day to day tasks and released deliverables (XLC) and timelines.
* Created scope documents, set project plans, and constructed timelines including integration timelines, DEV and VAL deployments and PROD releases.
* Managed requirements gathering, design, development, quality assurance (QA) and testing across various releases.
* Worked with multiple teams to gather their business and technical needs and supervised the development and implementation to integrate the applications with innovation center.
* Conducted and participated in Release, Go, No/Go meetings and decisions.
* Engaged with product owner, business stakeholders, and the project team to elicit and understand business needs and helped analyze and elaborate business requirements into technical requirements.
* Led multiple model integration with IC, Portal and EIDM. Developed technical project plans, proposals, reports, task order, and administrative reporting. Developed and managed projects to track the onboarding of new applications and the status of projects for current applications and users.
* Led the scrum team delivery commitments; conducted capacity planning for sprints by identifying & tracking hidden tasks that increased customer satisfaction.
* Led daily stand-ups and scrum ceremonies. Tracked, escalated, and removed impediments. Reported at daily Scrum of Scrum meetings with leadership and other platform leads.
* Tracked burn down, issues and progress in Azure. Worked with cross functional teams like UI/UX design, 508, performance teams to analyze and resolve issues.
* Collaborated with members of the Product, Business and Engineering Teams to develop, prioritize, and maintain Product Backlogs.
* Set up projects and release plans, product back log, scrum board, retrospectives and plans in Azure.
* Created burn down charts and dashboards using Azure to show progress and velocity of the sprints and overall delivery.
* Mentored and coached team members on core Agile values, principles, practices, and processes.
* Worked with security team and dev teams to analyze and document security issues including Veracode scan results and dynamic test results.

**ActioNet, Incorporated (CMMI/CMS)**

**June 2014 – April 2019**

 **Project Manager\Scrum Master**

**Responsibilities Include:**

* Managed multiple CMS CICDIM (CMMI) projects to onboard different ACO models and implement business needs, end to end requirements through design and development across different platforms including Salesforce, Reusable Framework (Java) and IC – HHVBP, BPCI, CPC+, QPP, CEC, RO.
* Led Innovation Centre (IC), CR intake process and O&M activities.
* Release Manager and CAM (Control Account Manager) across 2 IC releases and managed various activities which included creating and maintaining project schedules, review and analyzing backlog items, planned iterations, oversaw deployments and tested activities.
* Led and tracked work across multiple internal teams and external contractors including PORTAL, EIDM and IV&V testing teams.
* Oversaw three to four (3-4) projects simultaneously.
* Managed full life cycle of projects from inception through completion.
* Experience working in matrix managed teams’ structure with multiple delivery teams.
* Created and managed work package and impact assessments for new work/CRs.
* Developed and maintained SOPs to define process across multiple teams.
* Served as Scrum Master in determining product backlog, estimating schedules, maintaining project documentation and managing resource workloads using Target Process; Conducted sprint planning meetings, daily scrum calls, retrospectives and demos.
* Enabled improvement in team delivery commitments and capacity planning for sprints by identifying & tracking hidden tasks that increased customer satisfaction; Created burn down and burn up charts as and when needed. Participated/lead Scrum of Scrums.
* Led planning sessions with multiple program teams, BAs and engineering teams to define project scope, length of the project and resource requirements.
* Conducted brainstorming sessions to plan and update project plans and schedules to run the project more competently.
* Developed effective and efficient solutions by researching/analyzing issues, defining opportunities for process improvements and making recommendations.

**CGI Federal**

**Oct 2012- June 2014**

 **Deputy PM – EA PMO (FDA/CMS)**

**Responsibilities Include:**

* Led the redesign effort of the Resource Management and Job Requisition Process.
* Performed analysis on current business process and suggest new business processes as per CMMI five (5) guidelines.
* Led a team of five (5) BAs in the analysis of client operations for the content management tool called IQ Suite that we implemented on different projects.
* Documented business and system requirements.
* Acted as a liaison between business and technical team.
* Assisted Program Director in coordinating proposal activities –from planning thru submissions.
* Experienced in proposal writings and other management tasks.
* Supported Program Director in gathering and documenting requirements.
* Analyzed risks, issues and opportunities.
* Executed the program goals and objectives.
* Worked as staffing lead on the PMO team to review project requirements to determine resources needs, time frame, procedures for accomplishing the needs, staffing requirements and key objectives.
* Worked with different proposal teams to review projects, establish timelines and coordinated the proposal writing among different teams.
* Established process and procedures, templates to be used by all the projects; supported different projects on staffing and management as needed.
* Managed communications across projects and teams as part of PMO. Facilitated monthly team meetings, manager meetings and executive meetings.
* Led the transition planning effort to develop & create many different templates and documents including RACI, WBS & tracking tools for smooth transition that can be globally used for different project transitions.
* Led a ‘Lunch & Learn’ training program initiative to provide all members with information on different topics ranging from career development to Section 508 Overview.
	+ Mentored and presented on various topics.
* Documented/coordinated the monthly project effort, actuals, and task durations in the Project Metrics Workbook for different projects.
* Created monthly Status Reports based on the information.
* Participated in public hearings, in strategic discussions on pursing opportunities and documented requirements and decisions as needed.

**CGI –**

**Worked as Senior Business Analyst in various projects:**

* FDA, HHS June 2012 – December 2012
* PECOS, CMS May 2011 – June 2012
* CMS *(Websites)* March 2010 – May 2011
* FDA Websites Redesign September 2009 – March 2010
* REACH, ESG June 2008 – August 2009
* eOSCAR May 2008 – June 2008

**Aruna Info/Washington Mutual February 2007 – March 2008**

**Business Analyst**