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| **Tivari Shirisha** **Contact Details:****+91 9542240240****Shirishativari12@gmail.com****Passport Details:****Number**: N9458688**Place of issue**: Ameerpet, Hyderabad, Telangana, India  **Date of expiry:** 16-March-2026**Nationality**:Indian **Date of Birth:**12-APR-1993 Marital Status: Single**Languages Known:**English, Hindi, Telugu | CAREER OBJECTIVETo take up a challenging career in an organization for which I can use my technical, analytical and interpersonal skills as a part of a team which will bring development to the organization and my careerWORK EXPERIENCE* **7+** years of total experience in SAM, Risk and Fraud Analyst.
* IT Software Procurement (**Product Manager**)
* Software Asset Management
* Software Licensing
* Fraud Analysis
* Risk control

ACADEMIC PROFILE* PG in Finance & HR from St. Augustine College with an aggregate of 72% in 2014 - 2016.
* Graduated from Annie Besant women’s College with an aggregate of

 72 % in 2011 - 2014.* Intermediate with MPC from Annie Besant Junior college with an aggregate of 70 % in 2009 - 011.
* SSC form Shanthi Nekithan high School with an aggregate of 82 % in 2008-09.

ACHIEVEMENTS* Certified as enthusiastically participated in “SANSKAR 2013” and “PUSH” workshop.
* Awards and medals of first prize in painting competition held in my school in 2007,08 &012
* Awarded merit certificate in EASSY WRITIG competition in English.
* I have completed C - Certificate in National Cadet Corps (NCC) from

3 (A) battalion.* Appreciated as a Good learner and performer by the Client.
* First prize trophy in painting competition from Wells Fargo center in 2019

SDLC |
| **Project – 1****Duration** - 3.5 yrs.**Project Name** Endorsement Risk Control**Role**Senior Process Executive**Company** Cognizant Technology Solutions. | Skills

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| **Technology** | Software Asset Management |
| **DBMS** | Microsoft SQL Server, MS Access  |
| **Operating System** | Windows XP/Vista/7/8/10 |
| **Tools & License Server set-up** | MS Word, MS Excel & PowerPoint.TABLEAU Desktop - Software requests dashboard and summaries(i)IBM - Emptoris (ii) SAP - ARIBA [Sourcing tools]ATLASSIAN [Confluence] – Process & procedure Wiki documentation. DPS Tool (Datacenter Procurement Suite) & VRM Tool (Vendor Relationship Management).TSC (Technology Standard Center) tool by Flexera License Server. |

PROJECT DETAILTS **Project Summary**:* I assist Relationship Managers in assessment of lending proposition and support them in preparing the borrowing base certificates and also in calculating the financial ratios through Moody’s Risk Analyst (MRA).
* We reconcile the files provided by the relationship managers with the help of different applications.
* Work role involves in analysis of invoice files and aging files.
* Assigning an Internal Rating to the client based on the MRA report Quantitative and other Qualitative factors.
* Presenting the monthly reports to the team and guiding them how they can improve on productivity and quality.
* Allocating the software’s after purchasing from the vendors.
* Building Relationship with the Customers & troubleshooting their issues.
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| **PROJECT DETAILTS****Project –** **2****Duration -** 2 Years**Project Name** Fraudulent Risk Operational**Role** Fraud Analyst**Company** Wells Fargo International Solution Private Limited**Project – 3****Duration -** 1 Years**Project Name** Technology Asset Operations (Procurement)**Role** Technology Business Service Analyst **Company** Wells Fargo International Solution Private Limited**Personal Details:**Father’s Name: Kishan PrasadMother’s Name: Vijaya**Contact Address:****Tivari Shirisha,**H. No: 1-2/2, Mahelneknampur,Near Neknampur primary school, Alkapoor road,Manikonda. Hyderabad,Telangana (DIST)**PIN -** 500089 | **Project Summary**:* Working as Senior Financial Accountant under ACH (Automated Clearing House) with Wells Fargo from April’2018
* ACH (Automatic Clearing House) is a mode of payment that is used for transactions to happen in a recurring mode under PVSI LOB. Dealt with process mapping for RPA project of ACH.
* Booking the correction entries for wrong processing of invoices and debit & credit are return to CH as per the bureau info.
* Assessed performance – Retrieved and analyzed customer information to identify root causes of performance gaps and other problems. Ensuring the agreed SLAs and process fairs above client expectations.
* Mapping client's requirements and coordinating in developing, implementing and transitioning processes in line with the guidelines specified by the client.

**Project Summary**:* Software acquisitions & upgrades, license validations & transfers, maintenance renewals and contract renewals for Vendor Licenses.

(Eg: IBM, Microsoft and Oracle etc ).* Procurement, forecasting, license re-harvesting for vendor: TABLEAU [Desktop Professional] at enterprise level.
* Processing FOSSWARE SW products, Quotes and Orders.
* Engage the assets on-boarding process with business & technology owners to ensure new software assets are classified and meet the requirements of tracking within the ITAM Policy and processes.
* Working on LOB Onboarding software’s for procurement.
* Worked on Enterprise Level Agreement, EULA, Contract with vendor for the Procurement of software with SAP Tool.
* Worked along with various software vendors for license delivery, renewal and support.
* Centralized financial forecasting and P.O/Invoice payment activities across all Technology funding teams. Publishing summary reports i.e., Entitlements, Finance forecasting, consolidated software transactions to leadership team.
* Addressing the software queries from end users, managers, developers with my internal partners or vendor support.
* Manage a daily queue of software requests for users and systems firmwide to prescribed SLA’s as per defined matrix.

Professional Achievements* I am a part of RPA transition which provided me a large scope to learn many things.
* I have prepared procedure updates, queries and escalations trackers to the team.
* I mentored couple of TMs towards improving their performance.
* Monitoring overall functioning of processes, identifying improvement areas and implementing adequate measures to maximize overall customer experiences.
* Managing a team of newly hired associates and grooming them on the process knowledge.
* Taking initiatives of Extra works assigning by Manager.
* Calculating metrics of the team for every week and publishing them to the team.
* Sending a Day wise volumes for hourly basis to meet SLA.

Technical Trainings Attended * Cognizant Training 2015 August batch (includes Risk control, Windows server and client Administration, Basic Networking)
* Basics Trainings completed in Wells Fargo in technologies like Cloud, Agile, Digital, Data Science.

Strength * Hard working and good team player.
* Comprehensive problem-solving abilities.
* Good communication skills, ability to work in groups.
* Strong troubleshooting and problem-solving skills.
* Adaptable, Optimistic
* Flexible to learn new technologies.
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 DECLARATION

I hereby declare that the above mentioned are true to my knowledge and best of my belief.

**Place: Hyderabad** **Tivari Shirisha**