|  |  |
| --- | --- |
| **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 OBJECTIVE  To 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 career  WORK 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   |  |  | | --- | --- | | **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. |
| **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 Prasad  Mother’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. |

DECLARATION

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

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