Prateek Taneja

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Profile Summary

7 years of industry experience with expertise in requirement gathering, analyzing and documenting business requirements (creating BRDs and FRDs) along with developing and implementing solutions as per the need.

- Skilled in analyzing, documenting and configuring workflow, reports & automating processes using the Configuration, Reporting and Robotic Process Automation (RPA) tools.
- Proficient in translating business requirements to optimum workflow solutions, adhering to departmental and product standards.
- Adept in recommending controls and writing improved procedures by identifying and analyzing problems.
- In-depth knowledge of Software Development Life Cycle (SDLC) methodologies like Waterfall, Agile.
- Experience of creating Process Model diagrams using Corporate Modeller tool for Operations to help define service model/flows used for Trainings and procedures.
- Adept in recommending controls and writing improved procedures by identifying and analyzing problems.
- Have a good exposure to Database (SQL/ORACLE), XTRAC (Cross Business Tracking, Routing and Control),Blue Prism Robotic Process Automation (RPA) Tool and Process Designing Tool(MS Visio and Corporate Modeler).
- Good experience of managing the stakeholders effectively and efficiently wherever required. Effective stakeholder management where necessary.
- Basic understanding and experience with UiPath.
- Completed the following Certifications –
  - Blue Prism Accredited Developer Certification
  - Lean Six Sigma Green Belt
  - ITIL Certification
  - Time Management and Process Improvement Trainings from Harvard Mentor

Educational Qualification

Examination	Discipline	School/college	Board/ University	%/cgpa
B.Tech (2013)	Information Technology	Northern India Engineering College	Guru Gobind Singh Indraprastha University, Delhi	72
XII std (2009)	Non-Medical	N.K Bagrodia Public School	Central Board Secondary Education	79.8
X std (2007)	All subjects	N.K Bagrodia Public School	Central Board Secondary Education	74.8

Senior Analyst Programmer   **December 2015 – Present**
Fidelity International Limited (FIL), Gurgaon

Client: Global
Project Description: The mission of OAG Team is to provide business operations with the workflow solutions by gathering the business requirement, documenting the requirements and developing/designing the workflow changes. It also focuses on innovation to reduce manual intervention and automate the solution.

Responsibilities:
- Gathering business requirements, creating functional specification document and defining workflow solutions.
- Designing Blue Prism process solutions in accordance with standard Blue Prism design principles and conventions using Robotic Process Automation (RPA)/Blue Prism.
- Writing and executing test scenarios, test cases and performance test cases. Executing regression tests for baseline documents.
- Enthusiastic, proactive and willing to take a lead in bringing forward and developing new ideas.
- Creating Process Model using Corporate Modeler tool to define business processes and operations.
- Communicating process changes and enhancements to business and QA.
- Responsible for end to end implementation.
- Configuring new Blue Prism processes and objects using core workflow principles that are efficient, well structured, maintainable and easy to understand.
- Workflow automation of business processes using Robotic Process Automation (RPA) Tool.
- Production application support and dashboard monitoring to help business complete financial transactions within SLAs.
- Interacting with business users and resolving issues at their end within an agreed SLA.
- Conducting weekly project meetings/reviews, identifying problems early and proposing solutions.
- Experience with working on Incident Management tool called "Service Now" for tracking the incidents and service requests.
- Regular updating the knowledge base for the team members, thus enabling them to work on production incidents independently.
- Analyzing and fixing any defects raised by SIT, UAT and PERF Teams on Quality Centre and JIRA.
- Played a crucial role in setting up the infrastructure for Blue Prism Version 6 and XTRAC Upgrade Project.
- Ensuring effective and efficient project deliveries,
- Responsible for handling complex functional queries related to XTRAC.
- Have exposure to perform Regression and System Testing as part of different releases.
- Involved in doing a POC on UiPath for various processes.

Technologies/Tools: XTRAC, Robotic Process Automation (RPA)/BluePrism, CorporateModeller, Quality Centre, SOAP UI, SQL.

ERP Officer   **March 2014 – December 2015**
ILFS Technologies Ltd., Gurgaon

Client: National Dairy Development Board
Project Description: The National Dairy Development Board is an institution of national importance set up by an Act of Parliament of India. The main office is in Anand, Gujarat with regional offices throughout the

country. NDDB's subsidiaries include IDMC Limited-Anand, Mother Dairy, Delhi, NDDB Dairy Services, Delhi and Indian Immunologicals Ltd, Hyderabad.

Client: Cyrobanks
Project Description: Cryobanks International India a JV between Lifeforce Cryobanks International USA and RJ Corp founded in 2006. The company is focused on providing high-quality umbilical cord blood stem cell processing, and storage for both private and public donation purposes.

Responsibilities:
- Preparation of technical design documents based on understanding of business requirements.
- Creation of SSRS Reports In visual Studio.
- Development & Customization of Reports, Forms, Classes.
- Involved in development of various modules like loan, investment, AP, AR.
- Responsible for data migration from old system to new system.
- Performed manual smoke testing.
- Preparation and execution of unit test cases as per the assigned user stories for development.
- Responsible for application troubleshooting in general and during bug tracking.
- Ensuring that all the important bugs (Blocker/Critical/Major) are closed in production.
- Creation of test plans to achieve the project milestones.
- Good exposure of SQL queries.

Technologies/Tools: X++, Morphx, SQL Server 2008

Achievements

- Won "**Customer Champion of the Month**" Award and customer appreciations for having expertise on Production Support in Critical Hours.
- Won "**Breaking Silos Award**" from Country General Manager for APII event wherein I delivered 5 changes live in one day.
- Won "**I think of the Customer First Award**" for proactively resolving high severity issue on the weekend (Saturday and Sunday).