Donna Khatami

428 W 9th Street Charlotte NC 28202 **|** (201) 421-8133 **|** donnakhat@yahoo.com

**Education**

**Montclair State University Montclair, NJ**

*MBA (Online)* Oct 2020- *Present*

**Montclair State University Montclair, NJ**

*Bachelor of Science, Minor in Business Aug 2013-May 2017*

**Professional Experience**

**Bank of America Charlotte, NC**

*Application Developer**July 2017 - Present*

* An application developer in the Wholesale Credit and Technology sector on the application Credit Center
* Currently working on a project called the Wholesale Credit Transformation which deals with loans, pricing and repayments for the last four years since joining the bank.
* Four years of Salesforce, Jira, and HP Quality Center experience
* Use the tools Salesforce, Jira, HP Quality Center, Microsoft Excel on a daily basis when working on tasks
* Use jira to track daily tasks and use blueprint to gather the necessary requirements for the given task
* Maintained the code repositories with the latest and greatest code and maintained a log of the code changes that were made in order to avoid code conflicts
* In regard to the UI, kept the profiles and security of the platform intact with the addition and removals on code on the platform. (ran code in the developer console to maintain and enhance code coverage)
* Write in Apex code and work on the front end (the UI) and the back end (writing in apex code) on a current external bank application called Credit Center
* Work with the business, functional, and integration teams on a daily basis in addition to our teams offshore
* Working in an environment which has transitioned from waterfall to agile
* Use Bitbucket and Jenkins to deploy our code to our different environments (UAT, preprod, and production)
* Assist our testers on the team with writing test scenarios, test cases, and test executions using the RAFT framework
* Have experience with conducting scrum meetings which include daily standups as well as team and sprint retrospectives. Assisted with the team boards in addition to the teams backlog (features, user stories)
* Scrum master experience which entailed working with other agile teams, conducting daily meetings, and coordinating with our business partners on the work at hand.
* Created and managed the task list for each one of our programs increments and releases which occurred on a by monthly basis in addition to leading the production deployment for my team on a bi-monthly basis.
* Worked with nCino who is the vendor that Bank of America has partnered with for the past 3 years. Worked with the solutions architects from nCino on the Wholesale Credit Transformation project.

**Bank of America**

*Application Developer-Technology Intern* **Charlotte, NC** *June 2016 - August 2016*

* Received an award for being the most valuable intern
* Was an application developer in the Digital Channel Payments Sector
* Gained knowledge about the other sectors, teams, and applications in the bank
* Worked with the functional, integration, and business teams both on and offshore to gather requirements necessary for a task
* The tools that were used during the internship were HP Quality Center, Python, Angular JS, CSS, HTML, and C++
* Completing a project using the waterfall methodology
* Gather and translate internal and external client requirements into technical design specifications, business process reengineering

**Activities & Interests**

**Technical Skills:** Salesforce, programming (python, Java, HTML, CSS, Apex, javascript), Microsoft (MS Excel, MS Outlook, MS Powerpoint, MS Word) REST API, Hadoop, user interface design, code repositiory maintenance, security of application, HP Quality Center, agile and waterfall methodology, GIT, software development life cycle, Sass, workbench, bitbucket, Jenkins, automation scripts using the RAFT framework, coherence cashing, java multi threading, messaging, API, Rally, understanding of FX markets and its derivative products, scrum, project management, problem solving, leadership

**Certifications:** SAFe 5 Scrum Master Certification



**Languages**: English, Farsi

**Volunteer Experience:** Camp Snowflake, Camp Sunshine, The Valley Hospital in Ridgewood, Women in Technology, Girls Who Code