**EXPERIENCE SUMMARY:**

* Certified Project Manager Professional With MBA, PMP, CSM and CSP. Certifications
* Possess knowledge in Software Development Methodologies like Agile, Water fall and EDM
* 10+ year of experience Plan, manage, and execute varied software development, customization, or IT systems development projects
* Knowledge in Securitization, Structured Finance and mortgage backed securities (MBS) secondary mortgage market.
* Experience in gathering requirements by conducting JAD and RAD sessions, one-on-one interviews, brainstorming sessions, requirement reviews, storyboarding and system walkthroughs.
* Experience in documenting requirements and preparing Business Requirements Document (BRD), Functional Requirements Specifications (FRS), System Requirements Specifications (SRS), Requirement Traceability Matrix, Users Guides and stories.
* Extensive experience in the development, implementation and integration strategies within a team-oriented environment, utilizing quantitative and qualitative analytical skills.
* Worked with the Asset Manager for Asset Class Coverage, Trading & Portfolio Asset Management (PAM) and Risk Management.
* Worked on Accounting cycle (Posting, General Ledger, Trial Balance, and Financial Statements) and loan origination process
* Experience in Investment Performance Measurement & Analysis, conducting Gap analysis, Cost benefit analysis and ROI (Return on Investment) analysis.
* Facilitated change management across entire process from project conceptualization to testing through project delivery, Software Development & Implementation Management in diverse business & technical environments, with demonstrated leadership abilities and excellent communication skills.
* Extensive experience in Project management, Scrum, and defining specifications across the entire Software Development Life Cycle (Inception through Deployment) in the fields of Finance, Loans acquisitions. Trading and Banking.

**QUALIFICATION:**

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| Degree | Institute |
| Masters of Business Administration MBA | Virginia University (International Finance and Accounting) |
| Bachelor of Management and Information Systems | MISR University for Science and Technology |
| Certification of Project management Professional, PMP | Project Management Institute |
| Certification of Scrum Master and agile Practitioner, CSM  | Scrum Alliance |
| Certified Scrum Professional, CSP | Scrum Alliance |

**PROJECT EXPERIENCE:**

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| Client | Freddie Mac |
| Role | Sr. Scrum Master/ Project Manager (Consultant) |
| Environment | Agile, Microsoft Office suite, MS, SharePoint, Gap Analysis, Selling system, ODS, DPM, TPA, PMA, Gallagher, EDS, Rapid Sql, lotus notes, JAVA, Snagit, windows 7, DB2, XML Spy and Doors, Version one, EUC, Appian and Outlook |
| Duration | April 2014- Present |

**Project Description:** Credit Risk Transfer (CRT) securities are general obligations of the US Federal National Mortgage

Association. These Government Sponsored Enterprises (GSEs) are mandated to expand the secondary market for residential mortgage loans through securitization. Fannie Mae and Freddie Mac purchase and securitize loans and sell the resulting mortgage-backed securities (Agency MBS) in the secondary market. Agency MBS are guaranteed by the GSEs.

**ROLES AND RESPONSIBILITIES:**

* Provide Management Reporting including Dev, SIT, UAT and team burn down charts.
* Developed the Iterations planning and decide the stories points taken into Iteration.
* Coordinate the project nonfunctional requirements with the tech leads.
* Develop policies and procedure to support the achievement of the project objectives and Determine the organization structure of the team
* Organized and facilitated sprint planning, daily stand-up meetings, reviews, retrospectives, release planning, demos and other Scrum-related meetings
* Evangelized the benefits of Scrum to ensure its smooth adoption
* Identify rules and position and the capacity allocations for the team members
* Coordinate activities across different team members and organizational structure
* Provide Reports to check the project progress toward meeting the project objectives
* Determine the cause of deviation from the plan and Taking corrective actions to address deviation
* Controlling and defining project baseline and Provide project status and reporting
* Collaborate with project managers, architects and technical leads to establish functional scope and boundary for new proposed services and utilities
* Write system-level requirements per the selected methodology - functional process models, user stories, software requirement specifications - or provide peer reviews when other staff are writing them, provide tasks and day-to-day support to others on the analyst team
* Manage key project activities such as business case development, project scope and schedules, budgets, business requirements, issues and risks, business process redesign, user acceptance testing, training and rollout / communications
* Lead efforts with members of project teams representing multiple diverse groups and divisions
* Work collaboratively with customers as well as internal and external stakeholders representing various groups across the organization including operations and technology
* Analyzing relational data with SQL; ability to quickly understand existing data stores and to create and validate source/target mappings and transformation logic
* Gathered Business requirements for the implementation software by conducting meetings with various technology owners and stakeholders.
* Updated the existing business process diagrams and created new business process diagram.
* Studied existing business application and processes, current source system, collected end user requirements and suggested the improvised business process model.
* Coordinating with business analysis and project management, coordinating between the team members according to the business requirements
* Provide data conversion and data mapping of the legacy data to new database.
* Conduct gap analysis on the data interface to Identify the security and loan data
* Working with customers, as well as internal and external stakeholders
* Worked and executed full life-cycle project management, including project initiation and planning, development, testing, implementation, and closeout
* Worked on financial forecasts and providing on-going resources planning and other related project expenses
* Developed communication plans and effectively communicating in both verbal and written
* Delivered required project artifacts, depending on methodology (Waterfall, Agile)
* Developed and tracked project milestones while developing, maintaining and reporting on an overall integrated delivery plan
* Getting customer and team members feedback to assure that project efforts meet customer expectations for agreed upon schedule, cost and objectives
* Accurately assessing, managing, and reporting dependencies, risks, and issues

**Project Description:** Quantum Whole Loan Underwriting Application modernization (Qmodd) is an integrated quality control system developed to meet the information processing and management needs of Quality Control. The Project is implemented to Migrate the Legacy application from Sql Gupta to Appian and provide addition functionalities and enhancements.

**ROLES AND RESPONSIBILITIES:**

* Worked and executed full life-cycle project management, including project initiation and planning, development, testing, implementation, and closeout
* Relationships Builder internally and externally with business and team member to achieve the goals
* Worked on financial forecasts and providing on-going resources planning and other related project expenses
* Developed communication plans and effectively communicating in both verbal and written
* Developed and tracked project milestones while developing, maintaining and reporting on an overall integrated delivery plan
* Collaborate with project managers, architects and technical leads to establish functional scope and boundary for new proposed services and utilities
* Identify and coordinate meetings with Subject Matter Experts and potential consumers to gather and validate requirements
* Analyze, design and develop business offerings as well as provide management of the implementation of those offerings
* Create business solutions that are flexible and executable
* Manage key project activities such as business case development, project scope and schedules, budgets, business requirements, issues and risks, business process redesign, user acceptance testing, training and rollout / communications
* Lead efforts with members of project teams representing multiple diverse groups and divisions
* Work collaboratively with customers as well as internal and external stakeholders representing various groups across the organization including operations and technology
* Identify market requirements for current and future projects by conducting market research supported by on-going contact with customers and other industry players
* Plan the rollout and launch of new offerings and projects including managing the cross-functional rollout plan and developing product positioning and messaging that communicates the value proposition to the sales team and internal constituents
* Work in a self-directed liaison role with frequent interactions with customers and development and testing teams Demonstrated success supporting multiple projects, involving multiple systems, possibly on multiple platforms.
* Juggle multiple projects, initiatives, and daily activities while ensuring the final product meets customer's expectations within the defined Requirement Standards.
* Analyzing relational data with SQL; ability to quickly understand existing data stores and to create and validate source/target mappings and transformation logic
* Documented requirements, User stories and Requirement Traceability Matrix
* Worked on solving the issues with the client on Daily basis, on live meetings
* Updated the existing business process diagrams and created new business process diagram.
* Studied existing business application and processes, current source system, collected end user requirements and suggested the improvised business process model.
* Gathered requirements, developed Process Model and detailed Business Policies.
* Coordinating with business analysis and project management, coordinating between the team members according to the business requirements
* Provide data conversion and data mapping of the legacy data to new database.
* Conduct gap analysis on the data interface to Identify the security and loan data
* Organize and conducted meetings, briefings, demonstrations, conducted JAD sessions, and wrote meeting minutes of project meetings.

**Project Description:** FHFA has identified the issuance and administration of an agency “**single security**” as a goal for both GSEs and the Common Securitization Solutions (CSS) on the 2015 FHFA scorecard. GSE’s are evaluating its infrastructure (systems/processes/policy) to determine the impact of issuing and administering a single security with a 55-day payment delay and alignment with Fannie Mae on standardized disclosures and other characteristics, as well as capabilities to exchange legacy 45-day securities to the new Single Security.

**ROLES AND RESPONSIBILITIES:**

* Developed the Iterations planning and decide the stories points taken into Iteration.
* Coordinate the project nonfunctional requirements with the tech leads.
* Coordinate activities across different team members and organizational structure
* Working with customers, as well as internal and external stakeholders
* Gathered Business requirements for the implementation software by conducting meetings with various technology owners and stakeholders.

Documented requirements, Functional Requirements Specifications (FRS), System Requirements Specifications (SRS) and Requirement Traceability Matrix

* Involved in business analysis and project management, coordinating between the team members according to the business requirements
* Assisted in the data conversion and data mapping of the legacy data to new database.
* Worked on Data warehouse for the analysis of data.
* Conducted gap analysis on the data interface to Identify the security and loan data
* Organized and conducted meetings, briefings, demonstrations, conducted JAD sessions, and wrote meeting minutes of project meetings.
* Used selling system transactions to support the analysis of current business processes and work with management to improve and implement enterprise solutions to ensure compliance and got involved in designing future state processes for securitization processing
* Created test data files for the different impacted systems
* Developed a system Requirements Specification (SRS) for contract app and loan app applications that will be utilized by CSP platform to fulfill the CSS need to issue a Single security.
* Used Doors for writing/analyzing project vision, goals, specifications and requirements.
* Assisting in Developing a High-Level BA Validation Strategy and Budget to Determine Requirements That Can Be Validated and Tested.
* Interacted with database developers for formulating data flow diagrams.
* Held regular JAD meetings with the system architects, developers, database developers, and quality testers during the entire project to assure that the critical as well as the minute details of the project were discussed and issues were resolved beforehand.
* Assist in developing Logical and Physical data model diagram.

**Project Description:** Common Securitization Platform (CSP) FHFA is developing a new securitization infrastructure to align and improve the business practices of Fannie Mae and Freddie Mac. This platform is intended to serve as the new secondary mortgage market infrastructure, functioning much like a public utility, worked on contract app application that will be utilized by Freddie Mac to satisfy CSP Needs.

**ROLES AND RESPONSIBILITIES:**

* Gathered Business requirements for the implementation software by conducting meetings with various technology owners and stakeholders.
* Collaborated the JAD sessions with the team for data mapping
* Documented requirements, Functional Requirements Specifications (FRS), System Requirements Specifications (SRS) and Requirement Traceability Matrix
* Worked on solving the issues with the client on Daily basis, on live meetings
* Updated the existing business process diagrams and created new business process diagram.
* Worked on data conversion from MISMO format to CDM6.0 and CDM6.1 and ULDD.
* Studied existing business application and processes, current source system, collected end user requirements and suggested the improvised business process model.
* Converted Business Requirements to the System Requirement Specification
* Gathered requirements, developed Process Model and detailed Business Policies.
* Involved in business analysis and project management, coordinating between the team members according to the business requirements
* Assisted in the data conversion and data mapping of the legacy data to new database.
* Worked on Data warehouse for the analysis of data.
* Conducted gap analysis on the data interface to Identify the security and loan data
* Organized and conducted meetings, briefings, demonstrations, conducted JAD sessions, and wrote meeting minutes of project meetings.
* Used selling system transactions to support the analysis of current business processes and work with management to improve and implement enterprise solutions to ensure compliance and got involved in designing future state processes for securitization processing
* Created test data files for the contract app and loan app
* Involved in Gap analysis and Mapping of MISMO and CDM 6.0 data set and delivering appropriate changes in their database required by FHFA compliance.
* Developed a system Requirements Specification (SRS) for contract app and loan app applications that will be utilized by CSP platform to fulfill the CSS need to issue a security.
* Successfully analyzed the difference between MISMO and ULDD and their impact on related data.
* Used Doors for writing/analyzing project vision, goals, specifications and requirements.
* Conduced Joint Application Development (JAD) sessions and walk in interview with the business users to gather requirements to determine performance, BAM and ESL requirements.
* Assisting in Developing a High-Level BA Validation Strategy and Budget to Determine Requirements That Can Be Validated and Tested.
* Interacted with database developers for formulating data flow diagrams.
* Responsible for GAP analysis of MISMO-CDM 6.0.
* Held regular JAD meetings with the system architects, developers, database developers, and quality testers during the entire project to assure that the critical as well as the minute details of the project were discussed and issues were resolved beforehand.
* Assist in developing Logical and Physical data model diagram.

**Project Description:** Quantum Whole Loan Underwriting Application is an integrated quality control system developed to meet the information processing and management needs of Quality Control. The application is developed to assist in the evaluation of risk and to track loan, underwriter, and customer decisions under one umbrella to enable QC to better understand the risk inherent in the portfolio.

**ROLES AND RESPONSIBILITIES:**

* Acted as the primary liaison between the business stakeholders and the development team
* Utilized Brainstorming and survey techniques to gather requirements from the end users and documented their needs for the desired application process
* Interviewed with SMEs on business group to identify their requirements
* Guided development teams through Agile (SCRUM) methodologies, assist in developing project work patterns and tailoring scope for new projects
* Conducted Sessions to make sure that the user stories meet the business requirements, resolve open issues.
* Implemented and monitored Individual Development Plans focusing on total performance, including both quality and productivity.
* Monitored client expectations through client involvement and communication throughout the lifecycle of the project; educate clients and stakeholders on the benefits and risks associated with the project.
* Documented requirements system Requirements Specifications (SRS), Requirement Traceability Matrix
* Wrote user stories with end users on Gupta platform to re-engineer the system.
* Assist in building a future workflow; performed gap analysis for multi-user application to achieve functionalities.
* Worked with the development team to ensure that the Pseudocode documentation can be easily translated into user stories
* Studied existing business application and processes, current source system, collected end user requirements.
* Answered all the team member questions regarding the application like (loan statues, generating quantum letters and the way of documentation)
* Involved in business analysis and project management, coordinating between the team members according to the business requirements.
* Worked on database tables, columns and relationships for the analysis of data.
* Assist the project manager in creating project estimates.
* Assist in performing the Gap analysis for the new functionality requirements and the second phase of quantum project
* Worked on Lotus notes for getting feedback.
* Getting updates and working with project team members for issues captured through metrics reporting.
* Actively participated in Status reporting meetings and interacted with Developers to discuss the technical issues.
* Ensured process documentations such as user stories and Pseudocode documents were based on clients/business and technical partner’ approval.
* Maintained Team’s status reports on weekly basis for risk mitigation and progress indication; supported projects as assigned. Monitored process delivery and issue management processes, escalating issues and variances to budgets where necessary.
* Generated underwriting reports and created reports user stories.
* Worked on all the aspects of the underwriting review process lifecycle.

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| Client | **John Hancock** |
| Role | Sr. Scrum Master/ Project Manager (Consultant) |
| Environment | MS Visio, MS Office, SQL, Sharepoint, Quick Test Pro, Mercury Tools, and ALM, Versionone |
| Duration | Mar 2013 – Apr 2014  |

**Project Description:** System integration project is a result of a corporate initiative to combine five legal entities into 2.

**ROLES AND RESPONSIBILITIES:**

* Assisted the SME’s with Annuities group to validate business requirements for transactions processing to determine the process flows of the system.
* Documented process flows to reconcile annuities products data sets from Property & Casualty (Commercial & Personal lines), Life Insurance.
* Facilitated communications (JAD & RAD) among stakeholders including operational teams, front office (business managers), legal & compliance, corporate actions, Tax & IT Groups for Cash Equities business requirements documents.
* Wrote business requirements along with front office trader using SunGard Front Arena for in house application depicting both Buy & Sell Side, for which developed fully integrated workflows from trade capture, pricing, position keeping and P&L to risk management and processing; to provide more accurate risk assessment for structured products.
* Worked with different data sets (Market risk, yield curve analysis, Value at risk) to gather and aligning documents.
* Wrote data flow diagrams, defined vendor data processing rules and perform data mapping to display relationship of the firm’s borrowing counterparts and managing an existing team of securities lending traders.
* Working with customers, as well as internal and external stakeholders
* Worked and executed full life-cycle project management, including project initiation and planning, development, testing, implementation, and closeout
* Organized and facilitated sprint planning, daily stand-up meetings, reviews, retrospectives, release planning, demos and other Scrum-related meetings
* Taught the team to create clear and concise epics/stories
* Instructed and modeled core Agile principles of collaboration, prioritization, team accountability and visibility; ensured consistent application of scrum methodologies across the enterprise
* Relationships Builder internally and externally with business and team member to achieve the goals
* Worked on financial forecasts and providing on-going resources planning and other related project expenses
* Developed communication plans and effectively communicating in both verbal and written
* Delivered required project artifacts, depending on methodology (Waterfall, Agile)
* Developed and tracked project milestones while developing, maintaining and reporting on an overall integrated delivery plan
* Getting customer and team members feedback to assure that project efforts meet customer expectations for agreed upon schedule, cost and objectives
* Accurately assessing, managing, and reporting dependencies, risks, and issues
* Wrote functional requirements documents (FRD) with end users on Murex platform to re-engineer and built future workflows;
* Performed gap analysis for multi-user application to achieve functionalities for customer facing, ranging from pricing sheets to market data calibration.
* Generated documents through agile methodologies based on in-house Performance Management tool to retrieve and analyze data, extract, transform and load data.
* Wrote specification document and assisted on Level 2 Support for Fixed Income which included configuration & work flow
* Generated range of reports to cross check data from disbursement for Fund Accounting Operations, withdrawals team for Straight through Processing (STP), Wire Transfer Funds and Checks.

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| Client | **Raymond James** |
| Role | Sr. Technical Analyst Lead (Consultant) |
| Environment | RUP, Windows XP, UML, Rational Rose, Mercury Suite, MS Office Suite, Oracle 10g, PL/SQL, Versionone |
| Duration | Mar 2012 – Mar 2013 |

**Project Description:** The project involved developing a Web-based account management system, Advisor’s Resource. The system enabled advisors to access client information and the system via the web.

**ROLES AND RESPONSIBILITIES:**

* Prepared Business Process Models that includes modeling of all the activities of the business from the conceptual to procedural level.
* Worked with multiple asset classes such as Stocks, Exchange Traded Funds (ETF), Fixed Income Securities, Credit Derivatives and Mortgage Back Securities
* Organized and facilitated sprint planning, daily stand-up meetings, reviews, retrospectives, release planning, demos and other Scrum-related meetings
* Taught the team to create clear and concise epics/stories
* Instructed and modeled core Agile principles of collaboration, prioritization, team accountability and visibility; ensured consistent application of scrum methodologies across the enterprise
* Analyzed and documented existing process flows to capture essential elements of securities trading.
* Designed Activity Diagrams to chart out the various workflows that occur during customer transactions, and presented them to the SME.
* Designed trade flow diagrams for cash and securities movement between investor, bank, stock exchange and depository participant.
* Received and analyzed Brokerage statements from prime brokers & step up brokers and determined the correct amount of fees, taxes and commissions based upon the market and quantity of shares.
* Working with customers, as well as internal and external stakeholders
* Worked and executed full life-cycle project management, including project initiation and planning, development, testing, implementation, and closeout
* Relationships Builder internally and externally with business and team member to achieve the goals
* Worked on financial forecasts and providing on-going resources planning and other related project expenses
* Developed communication plans and effectively communicating in both verbal and written
* Delivered required project artifacts, depending on methodology (Waterfall, Agile)
* Developed and tracked project milestones while developing, maintaining and reporting on an overall integrated delivery plan
* Getting customer and team members feedback to assure that project efforts meet customer expectations for agreed upon schedule, cost and objectives
* Accurately assessing, managing, and reporting dependencies, risks, and issues
* Gathered business requirements from the various product groups through one-on-one user interviews and JAD sessions.
* Conducted Gap Analysis to ensure all requirements of the current process are met by the proposed system. Prepared As-Is and To-be models.
* Authored the Business and Functional Requirements Document, and maintained traceability from challenges to high level and functional requirements.
* Assisted the Project Manager in conducting weekly status meetings and developing the Work Breakdown Schedule.
* Modeled the business and application using RUP methodology and UML.
* Managed requirement changes by monitoring Version Control.
* Performed User Acceptance Testing (UAT) to ensure standard and proper functionality implementation.

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| Client | **TD Amari Trade** |
| Role | Sr. Technical Analyst (Consultant) |
| Environment | Windows XP, Rational Rose Data Modeler, Rational Clear Case, and Test Director, Jira  |
| Duration | Jan 2011 - Mar 2012 |

**Project Description:** Anexisting System enhancements project so, it could include portfolio diversification for decreasing market risk and doing risk management.

**ROLES AND RESPONSIBILITIES:**

* Identified high-level requirements for documenting detailed business requirements using.
* Prepared detailed Business Requirement documents.
* Defined the Business Process Flow.
* Worked with the BA team to prepare the Data flow and UML Diagrams using Rational Rose.
* Prepared UML diagrams – Sequence Diagrams, Use Case Diagrams, Class diagrams, Collaboration diagrams, Activity diagrams, etc.
* Worked with developer team to create component and deployment diagrams for database implementations.
* Researched flow diagram libraries to understand the application.
* Working with customers, as well as internal and external stakeholders
* Worked and executed full life-cycle project management, including project initiation and planning, development, testing, implementation, and closeout
* Relationships Builder internally and externally with business and team member to achieve the goals
* Worked on financial forecasts and providing on-going resources planning and other related project expenses
* Developed communication plans and effectively communicating in both verbal and written
* Delivered required project artifacts, depending on methodology (Waterfall, Agile)
* Developed and tracked project milestones while developing, maintaining and reporting on an overall integrated delivery plan
* Getting customer and team members feedback to assure that project efforts meet customer expectations for agreed upon schedule, cost and objectives
* Accurately assessing, managing, and reporting dependencies, risks, and issues
* Organized and facilitated sprint planning, daily stand-up meetings, reviews, retrospectives, release planning, demos and other Scrum-related meetings
* Taught the team to create clear and concise epics/stories
* Instructed and modeled core Agile principles of collaboration, prioritization, team accountability and visibility; ensured consistent application of scrum methodologies across the enterprise
* Worked closely with end-users and developer to develop a detailed understanding of the opportunities for improvement.
* Facilitated customer meetings and Business design walkthroughs data definition and GUI design.
* Work with the development team to ensure that they understand the functional specifications.
* Documented requirements and prepared Business Requirements Document (BRD), Functional Requirements Specifications (FRS), System Requirements Specifications (SRS), Requirement Traceability Matrix
* Analyzed impact of proposed solution demonstrated and explained business requirements/specifications to IT team, and contributed business and process perspective during design reviews.
* Facilitated implementation of new functionality through training sessions, demos, and the development of appropriate documentation.
* Participated in brainstorming sessions and walkthroughs.
* Participated in various meetings and discussed Enhancement and Modification Request issues.
* Documented approved change controls to add them into business design.
* Worked with the testing team to develop their test plans and cases
* Analyzed test strategies, test cases and test plans based on functional specification.

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| Client | **JP Morgan Chase** |
| Role | Technical Analyst  |
| Environment | MS Visio, MS Office, SQL, LOS (Loan Origination System) – Integra, Sharepoint, Quick Test Pro, Mercury Tools, Live link  |
| Duration | **May 2009 – Jan 2011** |

**Project Description:** Returns Repository Mart {RRM} is an application, which is primarily used by Pricing & Payment Research, as an Analytical back office tool.

**ROLES AND RESPONSIBILITIES:**

* Translated and gathered Business Requirements from disparate sources into Functional Specifications which involved interface with management, users, and information technology professionals to create high-level conceptual solutions to business problems.
* Designed and documented operational and technical process flows to identify current state of business process, evaluated business process implications of existing business requirements to identify application development solutions.
* Facilitated requirements gathering sessions with business & systems Subject Matter Experts to define/document business and systems requirements financial applications, how metrics work, data is collected for LOS (Loan Origination System) along with maintaining traceability of business requirements
* Working with customers, as well as internal and external stakeholders
* Organized and facilitated sprint planning, daily stand-up meetings, reviews, retrospectives, release planning, demos and other Scrum-related meetings
* Instructed and modeled core Agile principles of collaboration, prioritization, team accountability and visibility; ensured consistent application of scrum methodologies across the enterprise
* Worked and executed full life-cycle project management, including project initiation and planning, development, testing, implementation, and closeout
* Relationships Builder internally and externally with business and team member to achieve the goals
* Worked on financial forecasts and providing on-going resources planning and other related project expenses
* Developed communication plans and effectively communicating in both verbal and written
* Delivered required project artifacts, depending on methodology (Waterfall, Agile)
* Developed and tracked project milestones while developing, maintaining and reporting on an overall integrated delivery plan
* Getting customer and team members feedback to assure that project efforts meet customer expectations for agreed upon schedule, cost and objectives
* Accurately assessing, managing, and reporting dependencies, risks, and issues
* Perform data mapping from transactional applications for both internal and external Corporate Payments reports.
* Provided analysis of the current situation of compliance systems and information; defined solutions (requirements, designs, services, recommendations) to business/systems problems and tested integrity of the solution through customer acceptance and final disposition of solution.
* Documented requirements and prepared Business Requirements Document (BRD), Functional Requirements Specifications (FRS), System Requirements Specifications (SRS), Requirement Traceability Matrix