**Sumathi Swaminathan**

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Total experience: 20+yrs

Professional Summary:

10+ years of experience in IT Program and Project Management. Worked on several technologies like JAVA .NET.

Developed business case, scope, benefits, cost, resources, project plan. Track the tasks (JIRA), schedule & produce status reports. Financial budgeting and forecasting. Presentations for executive team

Making sure the coding standards are followed and the documentation work is stored for Audit.Making sure the project features are delivered as per the plan and resolving issues to have the work delivered on time with good quality.

**Degrees:**

* ME, 1998, College Of Engineering, Anna University, India. (One of the top 3 colleges in India)
* BE (Top 6 Universities in India) – PSG College of Technology.

**Wellsfargo (HCL)**

**Sep 2019 – Oct 31 2022**

IT Delivery Manager

Wellsfargo flexible personal loan Manager for a team of size 10.

* + Led the team from beginning of the project till it got stabilized with successful demo for the client on functionalities completion. Handled resource issues, risks and mitigation.
  + Developed business case, scope, benefits, cost, resources, project plan. Track the tasks (JIRA), schedule & produce status reports. Financial budgeting and forecasting. Presentations for executive team.
  + Experienced in building a new agile/scrum teams  and assisting them in becoming self organized
  + Experienced in gathering requirements, writing user stories and documenting business process
  + Worked with Product owners to manage product backlogs. Assisted the team deliver Project Objective on a timely manner
  + Performed functional testing on user requirements and helped the team to remove the bugs
  + Supported the team to remove roadblocks/Impediments by working with other Scrum masters
  + Helped to shield the team from external detractions and interferences with strong communication and analytical skills
  + Continues integration, continuous testing, pairing and continuous improvements. Helped the team focus on daily and iteration goals
  + Tracking the budget vs time sheet entry by the resources and making sure the hours are within the budget and if not correcting that and making sure it’s within the budget for Sponsors.
  + Making sure the coding standards are followed and the documentation work is stored for Audit.
  + Making sure the project features are delivered as per the plan and resolving issues to have the work delivered on time with good quality. Java.
  + Technology: Java, Spring Boot, KAFKA

**Citi (TCS)**

**Oct 2015 – Aug 2019**

Project Management:

I have overseen business projects and ensured that they are completed on time and within budget and compliance with Audit. I also ensured all team members uphold the company's standards throughout each project's development and execution.

Collaborated with other department leaders to define, prioritize, and develop projects (JIRA).

Planned project management, including setting deadlines, prioritizing tasks, and assigning team members to various deliverables. Analyzed financial data, including project budgets, risks, and resource allocation.

Updated Weekly Program Status highlighting Red/Yellow milestones, risks, issues.

Communicated Key risks/issues, escalated as needed.

Weekly - Communicated Executive leadership level update on key accomplishments/events.

Build/Maintained/closed Risk/issue logs.

Maintained action items log, follow-up on action items.

Worked with product and Tech leaders, Maintained the resource plan.

Helped product leaders with budget management.

Presented bi-weekly program status to cross functional groups/leadership.

Drafting new and improving existing project management office policies and processes.

Continuously evaluated projects to ensure they are meeting company standards, adhering to budgets, and meeting deadlines..Net.

Project Manager ( Zelle product DevOps team):

Created process for DevOps CTO, CTI and Dev to follow for efficient and clear workflow.  Highly coordinated project. Planned, organized, managed 60 applications infrastructure and deployment of Zelle the high-profile project. Got 25 appreciation emails on this project. Created project plans and executed for DevOps team of 30.

Technology: MicroServices, Java, PCF – Pivotal Cloud Factory.

Program Manager

**Verizon**

2006 – Sep 2015

Worked as Program Manager/Project Manager in ecommerce, retail, and web.

Led a team of 30 resources. Worked in an onsite : offshore model

Making sure the coding standards are followed and the documentation work is stored for Audit.

Making sure the project features are delivered as per the plan and resolving issues to have the work delivered on time with good quality.

Tracking the budget vs time sheet entry by the resources and making sure the hours are within the budget and if not correcting that and making sure it’s within the budget for Sponsors.

Strong customer success attitude who can solution, upsell and communicate.

Handled recruitment process of resources with the tracker of requirements vs open and closed positions with resumes.

LOE, OOM, action items, meeting minutes, conducting meetings, negotiation on timeline and budget. Worked in Cloud project.Automation of the systems and migration projects.

Developed business case, scope, benefits, cost, PxQ, KPI, ROI, resources, project plan. Track the tasks, schedule & produce status reports. Financial budgeting and forecasting. Presentations for executive team.

Co-ordinated end to end project from project kick off, requirement gathering, design, build, system testing, deployment.Track the project for scope, deliverables, time and budget, log the issue and risk.

Performed analysis on products, process, systems, and performance and come-up with projects.

Worked in the project that had functional teams (80 applications) with 150 resources, 1year, 12million budget and 70 million revenue.

Expert in producing diagrams for presentations. Used RUP methodology. Managing projects from start to end. Use PPT, Visio, Word, excel, MS Project, Rational, Sharepoint extensively. Calculated CAPEX, OPEX, maintained license.

Environment: Waterfall and RUP methodology. Rational (Requisite pro, Rose, Clearcase, Clearquest), MS office( MS project, Visio, Excel, Word, PPT), Forte, Sharepoint, Asp.Net, c#, Rally, Terremark Cloud.

IT PM/Business Analyst

**CTS**

1998 – 2006

Worked on supply chain products/projects (SAP), Real Estate Projects. Worked on DriveLogic system integrates Repair shop, Car Insurance, Owner.

Tracking the budget vs time sheet entry by the resources and making sure the hours are within the budget and if not correcting that and making sure it’s within the budget for Sponsors.

Making sure the coding standards are followed and the documentation work is stored for Audit.

Making sure the project features are delivered as per the plan and resolving issues to have the work delivered on time with good quality.

Created/Reviewed business and technical requirements (BRD, SRS, Use Cases, UML –Process Flow, Sequence, use case, class, Architecture diagram using Rational tool and Visio). Conducting meetings and gathering requirements, impact analysis, use cases/user stories.

Used waterfall and RUP methodology with SDLC. Provided guidance to the team from beginning to end of the project in all aspects and successfully delivered the projects in time.

Successfully delivered the application for single business line and implemented across other business lines.

Performed GAP Analysis to upgrade existing system to more effective solution.

Participated in strategy planning sessions with clients to ascertain upcoming project needs and provided system strategies for new projects.

Conducted training sessions to users. Acted as client relationship manager. Facilitated meetings to develop communication between business units, technical staff and vendors to integrate systems.

Environment: Java, J2EE, Waterfall methodology, DataWarehouse.