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## **SKILLS**

- Having 13 years of comprehensive Technical/Functional experience in the Software Industry using Data warehousing Tools, Multimedia Technologies.
- Have 4 complete years working as ICT Teacher/ Curriculum coordinator in IB/CBSE Board and as Online International Coding instructor/ Mentor for International Curriculum and a Parent's pitch coordinator (US, Canada, India, Australia & Singapore.)
- Managed Projects with tracking project plans, hiring statistics, budgets/expenses & Report Analysis.
- Manage administrative Reports (on-line Report) /Project support responsibilities for the Recruitment Drive and on-boarding support on Staff Management
- Strong knowledge and use of full lifecycle development methodologies, Recruitment standards and procedures.
- Having more than 5.5 yrs. of experience in successfully leading, Recruitments and co-ordinating a team with size of four.

## **SYSTEM PROFICIENCY**

### **Data warehousing tools**

Cognos 8 .4.1 Framework manager, Report Studio, Analysis Studio, Query Studio, Event Studio, Cognos Impromptu 7.3, IWR, Upfront, Power play Transformer 7.4 , Tableau 7, BO-Xcelsius

**Databases** :SQL Server2005, Oracle, MS-Access

## **Web Technologies**

HTML, PHP, JavaScript and VBScript

## **Multimedia Technologies**

Macromedia Dreamweaver, Flash Mx, Action Script, Adobe Photoshop and Adobe Animate Imageready, PageMaker.

## **EMPLOYMENT HISTORY**

**Organization:** One World International IB School(GIS unit), (June 2021 – till date)

**Designation:** ICT curriculum coordinator and Facilitator (IB and CBSE Board)

## **RESPONSIBILITIES : PYP, MYP, CBSE BOARD**

### **Curriculum Development:**

Collaborate with educators and subject matter experts to design, update, and refine the ICT curriculum.

Align the curriculum with national or international standards, educational goals, and industry best practices.

### **Program Implementation**

Facilitate the integration of ICT into the overall educational program(Ib and CBSE).

Ensure that teachers have the necessary resources, training, and support to effectively implement the ICT curriculum.

### **Professional Development:**

Organize and coordinate professional development opportunities for teachers to enhance their ICT skills and pedagogical approaches.

### **Assessment and Evaluation:**

Deliver engaging and informative lessons to students, covering a range of ICT topics.

Prepare students to Participate in inter school Technology Competitions.

### Continuous Improvement:

Regularly review and evaluate the effectiveness of the ICT curriculum, making adjustments as needed.

Stay informed about changes in educational policies that may impact the ICT curriculum.

### Collaboration and Communication:

Collaborate with other curriculum coordinators and school administrators to ensure a cohesive and integrated educational experience.

Communicate regularly with teachers, staff, and parents to provide updates on the ICT curriculum and address any concerns.

### Monitoring Trends and Best Practices:

Stay informed about trends and best practices in ICT education globally.

Attend conferences, workshops, and professional development opportunities to remain current in the field.

**Organization:** Whitehat Jr Education Technology Pvt Ltd, (May 2019 – May 2021)

**Designation:** Mentor/On-Line International Educator

### RESPONSIBILITIES:

- Online Educator for International Students across the country with the provided coding curriculum with Html, Thunkable App development, code.org, JavaScript, Firebase , Dialog Flow ,Visual Studio, Kwitter etc.
- Responsible for training at least 5 new Instructors on Coding platform/ curriculum every month.
- Guide the team (Instructors) on difficulty scenario to connect with Relationship manager and Operations team
- Connect with the team (Instructors) and Review the performance based on the conversion percentage achieved by them.

- Connect with the Academic counselor/ Parents to provide feedback and review about the courses and students' progress every week and help them improve on the same.

**Organization:** Deloitte Consulting Touché Tohmatsu Limited, (Sep-2011 –Oct 2015)

**Designation:** Senior Consultant – Assistant Manager

#### **RESPONSIBILITIES:**

- Responsible for handling all IM Solutions with different technology for DSC service Line.
- Manage/Mentoring the off-shore team and report to the On-site Team.
- Recruitment Driven for all the IM –Solution teams across different skill sets.
- Accountable for the PMO role in detailed timeline report.
- Estimate the Sustainment Activity Project-Plan and execute it on-time.
- Lead the On-boarding decks for every new sustainment Solution.

**Organization:** Dell International Services, (Feb-2011 –Nov2011)

**Designation: Software Development Advisor**

#### **RESPONSIBILITIES:**

- Working with the Dell Operations team on Operational Dashboard Module.
- Mentoring /Recruiting for On-site team on FM modeling/Reporting requirements.

**Organization :** Arthur J. Gallagher & Co., (May-2010 –Jan-2011)

**Designation: Senior BI Developer/Module Lead**

#### **RESPONSIBILITIES:**

Gallagher Bassett (GB) a division of Arthur J. Gallagher & Co., one of the world's largest insurance brokerage and risk management services firms headquartered in Itasca, USA.

- Worked with On-site team in Creating reports with right metrics, optimizing and enhancing the performance of existing reports
- Effectively mapping the business objectives to technical requirements
- Involved in the Planning and Effort Estimation Process.
- Performing detailed documentation of design, development, testing and deployment activities
- Supporting/Mentoring the team on reporting requirements.

**Organization:** Fidelity Investments(May-2006 – Apr-2010)/ **Software Engineer**  
**eRecruitment System - Online Reporting Suite**

#### **RESPONSIBILITIES:**

- Worked with Staffing team in forthwith Requirement gathering, Analysis the performance, efficiency with the team effectively and achieved the zero defect deployment FOR THE ONLINE RECRUITMENT SYSTEM.
- Taking the leadership for all the client deliverables and deliver the quality deliverables from Development side
- Attended Informatics Reporting tool Trainings to Update knowledge on Data warehousing concepts
- Participated from Development side as a single person for Staffing Team, having corporate meetings and their vendors meetings to present the testing process and implementation Process Carried out the In-house clients deliverables without any customer escalations.
- Analyzed and studied the system for the needs of the business intelligence and reporting requirements and gathered pre-requisites and prepared Documentation for the project.
- Gather user requirements and translate into technical requirements
- Fine-tuned the queries for performance purposes and enhanced the performance of the reports.
- Developed QA Testing procedures of the reports that are developed and managed testing server environment

- Worked with end users in creating reports that analyzed trends over a period of time in different visual formats like charts, bar graphs, pie charts etc.
- Trained end users(RECRUITMENT TEAM) on use of Power play cubes in Cognos Connection.
- Power Play Models and Cubes for Recruitment Process and Statistical metrics in various aspects to staffing dept.

**Organization: Niteo Technologies** (July 2004 – Feb 2006)

**Designation :** Multimedia Designer/ Salesforce DBA([www.salesforce.com](http://www.salesforce.com)).

#### **RESPONSIBILITIES:**

- 1+ yrs of experience as System Administrator for Salesforce.com
- Maintain and enhance existing database Management design, including adding New users, Custom fields, and Mapping Custom fields to custom tools such as Data Import Tools, Import Custom Objects, Security Controls and Data Replication Engine
- Generated Custom reports on Opportunity, Forecast, Activity Metrics tracking the activities of Marketing Team and Data Research on the mailing list used for campaigns.
- Maintain standards and guidelines to lead the use of Salesforce.com.
- Assisting in Maintenance of Web-site([www.niteo.com](http://www.niteo.com))
- Given 2 weeks Technical Training in Cognos 8.2 and was working in creating Adhoc reports for Client Marriott.

#### **EDUCATIONAL QUALIFICATION**

**Master of Computer Applications (Regular Stream):**82%- 2003

College: GSS Jain college for women, Chennai

**Bachelor of Science –Chemistry :**74% - 1999

College: Quaid-e-Milleth Govt college for women, Chennai

## **CERTIFICATIONS**

### **Certificate in Computer Applications**

Certified by CSC in developing Applications (HDCA)

### **Certificate in Advanced Software Training**

Certified by CSC in Database applications. (DAST)

### **Certificate in Web Designing From [Adobe](#)**

Certified Web Designer by Image Institute of Multimedia.

### **Certificate in Arts & Graphic Effects FROM [Adobe](#)**

Certified in Arts & Graphic by Image Institute of Multimedia.

### **Certificate in Flash Action Scripting**

Certified in **Flash Action Scripting(Adobe Animate)** by Image Institute of Multimedia.