

Trivikram V Shellikeri

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Certified Scrum Product Owner®, Team Leader, Project Management, People Management, KOLM Profiling, KOLM Identification, Clinical Data Management, Clinical Trail Data Management.

Team leader and an accomplished servant leader with 8 years of experience in the IT industry and extensive experience in Project Management with Clinical/Pharma Domain knowledge for more than 3+ years of experience as Team leader with Customer handling, Team handling and training client across global.

Professional EXPERIENCE:

- Team Lead in Project Management at Cenduit India Services Pvt Ltd from October 2017 to till date.
- Project Specialist at Cenduit India Services Pvt Ltd from Jan 2017 to Oct 2017
- Project Assistant II at Cenduit India Services Pvt Ltd from Sep 2016 to Dec 2016
- Project Assistant at Cenduit India Services Pvt Ltd from Nov 2013 to Aug 2016

Role and responsibility performed at Cenduit India Services Pvt Ltd

System Design:

- Analyse the protocol and discuss the system needs with the client
- Consult the client in the best way to setup an IRT system for their study
- Author the user requirement documents and review with the client study team and internal teams
- Review other project documentation to support the development of new CIRT projects for strategic internal and external initiatives

Project Management:

- Manage the study timelines and ensure study gets delivered before First Patient in (FPI)
- Update Study and Project Related tracker in Jira tool and MS Project Tracking system. Create reports related to Bugs and issues and discuss with client on the same to resolve it.
- Manage and coordinate all technical and service aspects of complex projects and strategic programs
- Review scope against initial proposal and manage needed budget changes
- Check progress of all deliverables and ensure internal teams get support as needed
- Perform system quality review (SQR) with Technical Operation team after the study is programmed and demo the system to the client. Also be a part of Data Validation team.

User Acceptance Testing:

- Perform internal user acceptance testing with the Technical Operations team and the technical PM team after study is validated
- Manage the UAT activities with the technical PM team based on the client needs
- Actively support client and clarify client's questions during the UAT
- Take leadership on study programs or client accounts to define standards, lessons learned, support sales and be part of SME teams
- Manage system change requests for protocol amendments or strategic initiatives
- Provide detailed handover training of the study and system to the Client Services PM
- May participate in Investigator meetings, bid defences, quarterly business reviews with clients; support both client and qualification audits; and present at trade shows.

- Partner with other managers cross-functionally to develop and implement business process improvements
- Provide input into the writing and review of Standard Operating Procedures (SOPs or CSOPs)
- Provide design input to the Proposals Group related to new work/solutions or complex system changes
- Other related duties as required by business need Client Services Role

Client service:

- Act as main point of contact for the client during study maintenance
- Organise or participate in regular client meetings
- Respond to all client requests in a timely manner
- Manage study and Program budgets, Change Orders (COs) as required
- Provide regular updates to client on study related information
- Proactively review supply strategy for improvements and identify risks
- Periodically review study data to identify trends or issues

Team Lead Role Team management:

- Take leadership on study programs or client accounts to define standards, lessons learned, support sales and be part of SME teams
- Work with Sponsors to write study user guides and maintain it accordingly until study is archived.
- Investigate issues and manage them through to resolution
- Provide peer-level training, mentoring of new hires and Jr. PM Staff, along with creation and delivery of formal technical training sessions
- May participate in Investigator meetings, bid defences, quarterly business reviews with clients; supports both client and Quality audits, and present at trade shows
- Implement system change requests if needed, including for protocol amendments
- Partner with other managers cross-functionally to develop and implement business process improvements
- Provide input into the writing and review of Standard Operating Procedures (SOPs or CSOPs)
- Create, monitor, or action CIRT system Issue alerts through to full resolution
- Line management responsibility for a team of approximately 11 PMG staff
- Direct management and mentoring of staff, including assigning work, conducting performance reviews, and guiding career objectives.
- Meet with team members on a regular basis regarding project tasks to monitor project milestones and help guide communication with sponsors.
- Provide training, giving guidance and direction as needed to all levels and Oversee training programs and be accountable for team's compliance.
- Performs internal data audits and other project quality assurance activities and documents processes as required by corporate/project SOPs
- Provide day-to-day support of operational questions and issues of the team members
- Support direct reports with study budgets and change of scopes
- Highly developed working knowledge of business process re-engineering, program management methodologies, and project management tools (i.e. Scrum and Agile)
- Working on Managing Clinical Data base update (SQL server 2014)

Data Analyst at Aissel Solutions, Hubli

Duration: January 2012 to Nov 2013.

Role and responsibility Involved: KOL Identification & Profiling, MSL CRM Application, KOL Management Software, KOL Management Software Integration.

- Data Analysis
- Data Mining and Data Management
- Analytical Skills, Excel and SQL

SKILL SETS

- Data Mining, Data Analytics, Internet Research, Search Engine Optimization
- Windows Operating System, Strong software and computer skills including advanced working knowledge of MS office applications (MS Excel, PPT and Word).
- Hands on Experience on SQL server 2014 database and extracting reports and preparing reports on monthly basis.
- Forward-planning and strategy, Flexibility, Decision Making, Impact Analysis, Delegation
- Knowledge on Clinical Trails, Good Clinical Practice(GCP), EDC Platform (Mediate)
- Project management methodology (Agile and Scrum).
- Writing and Review of Standard Operating Procedures (SOPs or CSOPs)
- Hands on Experience on handling CDISC (Clinical Data Interchange Standards Consortium) studies.
- Good understanding of clinical drug development process and problem solving/analytical skills.
- Strong customer service ethic with ability to establish and maintain effective working relationships with co-workers, managers and clients.
- Demonstrated ability to deliver quality results within appropriate timeline metrics.
- Knowledge of Good Clinical Data Management Practices (GCDMP) and applicable regulatory guidelines
- Technical Knowledge on Visual Basics(VB) and Macros.
- Experience working with tools like CRM (Customer relationship management), Jira and ServiceDesk ticketing system.

Academic Qualifications

- Completed Master of Science in Computer Science from Karnataka University, Dharwad.
- Bachelor of Science in Computer Science, from Karnataka University, Dharwad

Certifications:

- Certified Scrum Product Owner®, Scrum Alliance, 2020
- Business Analytics with Excel, Simplilearn, 2020 – Link <https://certificates.simplidn.net/share/1689222.pdf>

Achievements

- Awarded as Demonstrating Ownership in Cenduit India Services Pvt Limited.
- Star of the Month Award Every Half Quarter in 2012 and 2013.
- In Cenduit got promoted to Team leader due to high performance and received many appreciation emails from stake holder and clients across global.

I hereby certify that the above statements are true and correct to the best of my knowledge

Place: **BANGALORE**

Signature: **Trivikram Shellikeri**