PRAVEEN VERMA

FUNCTIONAL CONSULTANT

PROFILE

Extremely motivated to constantly develop my skills and grow professionally. Confident in my ability to understand the dynamic of business and enable client to provide with innovative solution.

CONTACT

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LINKEDIN

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SKILLS

- Contracting Domain
- Functional Configuration
- Requirement Analysis
- Agile
- Retail Domain
- Logistics Domain
- DB Function
- Wire Framing
- Block chain
- Power BI

HOBBIES

Travel | Yoga| Trekking | Running

EXPERIENCE

Icertis, Functional Consultant
APR 2019 – PRESENT

- Certified Icertis ICM and AI/ML professional.
- Responsible for end to end solutioning and implementation of Icertis Contract Intelligence platform at client end.
- Leading functional team for ICM product implementation.
- Leading the legacy contract migration for Icertis Contract Intelligence Platform.

Infosys Limited, Sr. Associate Consultant
APR 2016 – APR 2019

- Involved in designing business dashboard for retail client i.e. Order-to-Cash & Month End Process.
- Involved in developing retail business case PoC for Item Tracking and Item Authenticity using BLOCKCHAIN.
- Onsite experience (Australia) as Business Analyst for eliciting requirement, preparing test plan, documenting the requirement for a logistics client in application uplifting and Global Financial Transformation.

Jotun India Pvt Ltd, Intern
APRIL 2015 - JUNE 2015

Enabling the standardization and automation of freight data for 11 warehouse across the country.

Syntel India Pvt Ltd, Software Engineer
JUNE 2011 - MAY 2014

- Outsourcing BI solution and aiding single point of contact for project managers and heading client discussions and meetings
- Designing workflow using BI tool to ingest and perform ETL functions on data.
- Designing Dashboard and Reports using BI tool for data visualization.

CERTIFICATION

- CSM Certified from Scrum Alliance
- Icertis certified ICM professional
- Icertis certified AI/ML professional

EDUCATION

JUN 2014 - MAR 2016 - Symbiosis Institute of Management Studies

- MBA in Operations Management, 3.36/4.0

JUL 2007 - APR 2011 - Anna University
- BE in Computer Science, 80%

AWARDS

- ARMY SILVER MEDAL for academic excellence, form Symbiosis Institute of Management Studies

- STRETCH and SPEED, CUSTOMER DELIGHT Syntel's value award.

- Spot award at Icertis for customer excellence

PROFESSIONAL SUMMARY

Dynamic business analyst with extensive background in IT requirement gathering for Contracting and Retails and Logistics domain. Strong business analysis & problem-solving skills with the ability to work well with business stakeholders to achieve objectives.

With 7+ years of IT, experience in eliciting, analyzing, and documenting the requirements for business processes and information systems. Expertise in:

- Requirements Gathering
- Contract Lifecycle Management
- Retail and Logistics Industry
- Agile
- Moqups, MS Visio (UI Wireframe Designing)
- Microsoft Office, Visio
- Business Requirements Definition Preparation
- Functional Testing
- Functional Configuration
- Business Intelligence

PROJECT DETAILS

1. DNCM Implementation – Enhancement CR and Adoption

Client	Daimler
Role	Functional Consultant
Duration	Nov 2020 to Current
Tools used	Icertis Contract Management, Trello, Microsoft Teams, SQL Server, TFS, Jira, MS Office, Postman, Azure S3 Storage, Working with JSON
Location	Pune India

Project Description

In addition to previous implementation, user was looking for further enhancement to their CLM system to enable it to do Wholesale agreement between Headquarters and Market Entities. It was very much required not to disturb existing functionality while introducing the new changes and re-use maximum on existing customization which have been implemented in the system.

Key Responsibilities

- Drive planning, requirement analysis and estimation for project.
- Drive the requirement solutioning and present it to the customer and get it refined.
- Ownership of system configuration and deployment activities.
- To ensure all the Jira stories requirement are covered. Derive PBI items from the Jira story presented by the customer.
- Coordinate with Solution Engineering, DevOps, DB on various project requirement and get them fulfilled.
- Contribute to ICERTIS product roadmap through active feedback from customers and implementation experience.
- To conduct regular demo with client and take feedback and refine the implementation.
- To design and prepare BRD, functional document, training documents and UAT scripts.
- Prepare functional test plan and execute the test plan.
- To involve in preparation of Cutover Planning and get input from all involved teams and get their input to come up with Cutover plan.
- Conduct UAT, Training and Demos for the client as part of implementation.
- To perform cutover validation, smoke testing before going live with implementation.
- System Go-Live, Hypercare support and handing over project to customer support.

2. DNCM Implementation – Upgrade

Client	Daimler
Role	Functional Consultant
Duration	March 2020 to Oct 2020
Tools used	Icertis Contract Management, Trello, Microsoft Teams, SQL Server, TFS, Jira, MS Office, Postman, Azure S3 Storage, JSON's
Location	Pune India

Project Description

A Contract Lifecycle Management System is needed by Daimler AG to replace current manual processes involved in the management of Vehicle Distribution Contracts. The current processes are time consuming and inefficient. Some contract documents are stored in paper-copy only, which are not well organized and are difficult to search and retrieve. The signature process currently is manual on papers, which is too cumbersome and time consuming. There is an ever-increasing volume of contracts and existing manual processes are increasing the legal and compliance risks. The existing Contract Storage system, which is currently being used for storing scanned pdf version of contracts, provides very limited functionality plus it is also going to be phased out in near future. Therefore, there is an urgent need for a new and efficient contract management solution and ICM has been chosen as the platform to build this solution.

Key Responsibilities

- Drive planning, requirement analysis and estimation for upgrade project.
- Own system configuration and deployment activities.
- To ensure zero functionality breakage during upgrade cycle keeping all business flow intact.
- To configure new feature introduced as part of upgrade in tandem to current implemented functionality.
- To drive infra setup for upgraded product with help of DevOps team and moving customization to upgraded instance with help of engineering team.
- To log all upgrade PBI into the TFS and track progress of each of the PBI and get them validated.
- Contribute to ICERTIS product roadmap through active feedback from customers and implementation experience.
- To conduct regular demo with client on the new features introduced as part of the upgrade and implement feedback.
- To design and prepare functional document, training documents and UAT scripts.
- Prepare functional test plan and execute the test plan.
- To involve in preparation of Cutover Planning and get input from all involved teams and get their input to come up with Cutover plan.
- Conduct UAT, Training and Demos for the client as part of upgrade implementation.
- To perform cutover validation, smoke testing before going live with upgrade implementation.

3. DNCM Implementation – Phase 3

Client	Daimler
Role	Functional Consultant
Duration	Nov 2019 to Feb 2019
Tools used	Icertis Contract Management, SQL Server, TFS, Jira, MS Excel, Postman, MS Word
Location	Pune India

Project Description

A Contract Lifecycle Management System is needed by Daimler AG to replace current manual processes involved in the management of Vehicle Distribution Contracts. The current processes are time consuming and inefficient. Some contract documents are stored in paper-copy only, which are not well organized and are difficult to search and retrieve. The signature process currently is manual on papers, which is too cumbersome and time consuming. There is an ever-increasing volume of contracts and existing manual processes are increasing the legal and compliance risks. The existing Contract Storage system, which is currently being used for storing scanned pdf version of contracts, provides very limited functionality plus it is also going to be phased out in near future. Therefore, there is an urgent need for a new and efficient contract management solution and ICM has been chosen as the platform to build this solution.

Key Responsibilities

- Drive requirement gathering, functional design and work closely with Engineering. Quality Assurance and Support across multiple engagements.
- Own system configuration and deployment activities.
- To analyze customer requirement from Jira and break them into PBI.
- To log all PBI into the TFS for tracking and conduct the sprint to track the development progress.
- To perform all customer specific configuration on vanilla instance of product to enable the functionality.
- To design and prepare functional document, training documents and UAT scripts,
- Prepare functional test plan and execute the test plan.
- To prepare cutover plan and promote to production plan for build.
- Conduct UAT, Training and Demos for the client as part of implementation.
- Contribute to ICERTIS product roadmap through active feedback from customers and implementation experience

4. DNCM Implementation – Phase 2

Client	Daimler
Role	Functional Consultant
Duration	April 2019 to Dec 2019
Tools used	Icertis Contract Management, SQL Server, TFS, Jira, MS Excel, Postman, Azure S3 Storage, JSON's
Location	Pune India

Project Description

A Contract Lifecycle Management System is needed by Daimler AG to replace current manual processes involved in the management of Vehicle Distribution Contracts. The current processes are time consuming and inefficient. Some contract documents are stored in paper-copy only, which are not well organized and are difficult to search and retrieve. The signature process currently is manual on papers, which is too cumbersome and time consuming. There is an ever-increasing volume of contracts and existing manual processes are increasing the legal and compliance risks. The existing Contract Storage system, which is currently being used for storing scanned pdf version of contracts, provides very limited functionality plus it is also going to be phased out in near future. Therefore, there is an urgent need for a new and efficient contract management solution and ICM has been chosen as the platform to build this solution.

Key Responsibilities

- Drive requirement gathering, functional design and work closely with Engineering. Quality Assurance and Support across multiple engagements.
- Own system configuration and deployment activities.
- To analyze customer requirement from Jira and break them into PBI.
- To log all PBI into the TFS for tracking and conduct the sprint to track the development progress.
- To perform all customer specific configuration on vanilla instance of product to enable the functionality.
- To determine all changes required in the new system to accommodate legacy contracts into the system.
- To perform legacy migration for live contracts from source system into ICM with help of engineering team.
- To design and prepare functional document, training documents and UAT scripts,
- Prepare functional test plan and execute the test plan.
- To prepare cutover plan and promote to production plan for build.
- Conduct UAT, Training and Demos for the client as part of implementation.
- Contribute to ICERTIS product roadmap through active feedback from customers and implementation experience.

5. Global Financial Transformation

Client	TOLL
Role	Business Analyst
Duration	April 2018 to Present
Tools used	Oracle EBS, ALM, Confluence, MS Office, More4Apps, and MS Access
Location	Melbourne, Australia

Project Description

The objective of the **Global Finance Transformation Program (GFT)** is to improve the integrity, transparency, and timeliness of financial information across the group while contributing to an improved customer experience by bringing in Oracle EBS

A list of legacy applications are marked for remediated in order to cater the requirement of GFT standard processes, including O2C, S2P and R2R. In order to achieve this, it was required to coordinate effectively between different teams like Architects, Business Process, Testing and Change Management. In addition, since multivendor team here brings up a challenging and complex environment to operate in.

Key Responsibilities

- To gather and to analyze AS-IS process for 17 MS-Access legacy application that were performing different finance functionality for day-to-day business. This involved bringing an effective coordination between different business user and stakeholders.
- To analyze all the functions impacted because of the program.
- To determine all changes required in legacy application to facilitate implementation of the GFT solution.
- To come up with an Impact Statement based on analysis and get it signed off by stakeholders.
- Coordinate with offshore developer's team to explain the requirement and get it done as per design.
- Prepare functional test plan, coordinate with System Integration Team to test the build delivered.
- To work with integration team in order to provide integration point data for webMethods to integrate it with Oracle EBS.
- To prepare cutover, data retention and change plan for the legacy application, which were marked to be decommissioned under the GFT program.

6. TechServ Upliftment

Client	TOLL
Role	Business Analyst
Duration	August 2017 to April 2018
Tools used	Moqups, Jira, MS Excel, MS Powerpoint
Location	Pune

Project Description

Toll Priority's Technical services division, **Techserv**, specialises in the delivery, onsite installation, and support of new and used technical equipment.

Requirement was to bring in enhancements in Techserv application to reduce manual work, enhance user experience and better visibility of the jobs and services. There are set of 14 requirements, which will be part of this enhancement.

Key Responsibilities

- Gathered and to analyze business requirements by conducting detailed meetings with business users and stakeholders.
- Collaborated on a regular basis with the PM and development team during various stages of project.
- Created solution document with functional test case plan, wireframes, and functional use case.
- Aided scrum master with managing user stories
- Designed wireframe for all the requirements, to make development team visualize the requirement.
- Coordinate and lead the test planning and preparation of functional test cases.

7. Command Center

Client	RB
Role	Business Analyst
Duration	May 2016 to March 2017
Tools used	Moqups, MS Excel, MS Powerpoint
Location	Pune

Project Description

In order to track all of its critical process and system, RB was looking out to have command center where it can have central monitoring. In addition, which can be used as first point of contact in case of emergency to track down the root cause.

As part of this couple of important business process, Order to Cash and Month End Process need to be put up on the command center.

Key Responsibilities

- Gathered and to analyze business requirements by conducting detailed meetings with business users and stakeholders.
- Collaborated on a regular basis with the PM and development team during various stages of project.
- Created solution document with functional test case plan, wireframes, and functional use case.
- Designed wireframe for all the requirements, to make development team visualize the requirement.
- Coordinate and lead the test planning and preparation of functional test cases.
- Translated business requirements into IT solution design to drive a seamless system.

8. **ADHOC Responsibilities**

- As part of NIA, the AI initiative of Infosys, collaborating with different retail project to identify use cases to implement NIA. Five use cases were identified as part of this with 3 different clients.
- To design use case using blockchain technology to improvise recall process for one of the retail clients.
- To design use case using blockchain technology to track the raw material for retail client.
- To prepare **Point Of View** on different topics for unit domain like Apparel Business Capabilities and Market Trends, Cloud for WMS, Retail E-Commerce benchmarking to name few.

9. **Projects experience with Syntel**

Client	Humana
Role	Software Engineer
Duration	JUNE 2011 to MAY 2014
Location	Chennai

Project Description

To enable a healthcare client with BI solution for its data warehousing

Key Responsibilities

- Worked on IT application outsourcing for the BI solutions of a prominent US based Healthcare client.
- Proficient in Business Intelligence, ETL tools (Infomatica) and Data warehouse (SQL Server)
- Coordinating and providing status update to the client.
- Coordinate the monitoring of critical ETL process responsible for data load into the data warehouse.
- Preparing the training documents and helping the team with knowledge

DECLARATION

I solemnly declare that all the information furnished above is true to the best of my knowledge.

Place: Pune
Date: 20th May 2020   Praveen Kumar Verma