

# Arminder Singh

## Junior Functional Consultant

A Software Professional with 2+ years of experience in Contract Life Cycle Management. A subject matter expert in Apttus CLM on Azure and Salesforce with skilled in functional configurations for the salesforce platform.

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## WORK EXPERIENCE

### Junior Functional Consultant Elevate Services

04/2019 - Present

Chandigarh, India

Elevate is a law company, providing consulting, technology, and services to law departments and law firms.

#### Tasks:

- Driving System Configuration and deployment activities.
- Analyzing the business requirements and translating them into business solution.
- Developing workflows, fields, objects for the business on Salesforce UI. Also managing users, roles and profiles.
- Template Configuration using X-Author and carrying out the migration to different business areas using X-Author Migration Wizard.
- Coordinating and tracking the project for seamless releases using Project Management system JIRA.
- Working closely with project stakeholders, SMEs and staff to understand the requirements both (Business and Functional) Further , obtaining sign off before starting the implementation and development process.
- Applying various Validation rules using JSON.
- Assessing the impact on technical designs caused by changes in functional requirements.
- Coordinating with the testing team to ensure minimum defects with prompt solution.

## EDUCATION

### Bachelor's in Engineering Chitkara University

04/2014 - 06/2018

#### Courses

- Electronics and Communication

## SKILLS

Agile and Scrum Methodology

Salesforce Administration

Lightning Experience Customization

Contract Lifecycle Management

Conga(Apttus) CLM Configurations

Functional Configuration

Business Process

Salesforce Lightning Experience

JIRA

X-Author for MS Word

Functional Testing

Process Optimization

Solution Implementation

Project Management

Problem Solving

Organizational Skills

Perceptive Communicator

Teamwork

Leadership

## PROJECTS

CVS Healthcare (04/2019 - Present)

## ACHIEVEMENTS

Salesforce Admin Certification by Udemy

## INTERESTS

Fitness Enthusiast

Space Odyssey

Passion for Automotive Industry