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# Rovshan Safarov

## Scrum Master and Senior Project Manager

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Passionate and seasoned professional and servant leader with 7+ years of Agile Project Management and leadership who takes on challenging and fast paced environments, with a proven record of successful projects, running and transforming innovative business ideas and concepts, needs and business requirements into customer valued products, services and success stories. I build strong and productive relationships with all levels of stakeholders, vendors and multi-disciplinary teams, delivering expected results the business needs, both timely and cost effective.

**Scrum Certified.**

**US work authorization:** I am a permanent resident, GC holder, and can work for any US employer.

### SKILLS

- Project Planning and Management
- Decision maker
- Skilled at removing impediments for teams smooth progress
- Risks mitigation and issues resolution as they arise
- Strong leadership
- Agile methodologies (Scrum, Kanban, SAFe) with enterprise-level application development projects
- Facilitating Scrum ceremonies such as backlogs grooming, sprint planning, reviews and retrospectives, daily standups; estimation and velocity reports
- Collaboration with Product Owners on stories, epics, spikes and tech debts
- Leading geographically dispersed Scrum teams
- Strong understanding of SDLC (including Waterfall model)
- Skilled at motivating team members
- Problem-solving skills
- Research and analysis

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- Effective and strong communication with all level stakeholders
  - Self-motivation
  - Negotiating with vendors and stakeholders
  - Leading projects on-time, on-schedule and within budget
  - Team-building skills with technical and non-technical staff
  - Skilled at working independently and in a team-oriented environment
  - Proficient in Atlassian Jira/Confluence/Bitbucket, Microsoft Project, Azure, MS Office, Smartsheet, Trello,
  - Experience in working with Drupal, WP CMS, Salesforce CRM, Google Analytics
  - Working knowledge of back-end entities (APIs, DBs, AWS, server-side tech ), front-end (JS, HTML/CSS, frameworks)

## EXPERIENCE

### **Geeksforless Inc., FL, United States** - *Scrum Master / Senior Project Manager (contractor)*

April 2020 - Dec 2020

- Successfully delivered over 15 projects worth from \$250,000 to \$3,000,000 each in such domains as web development, ecommerce B2B SaaS, financial technology (payment solutions), Salesforce and marketplace projects.
- Drive pre-sales to onboard new customers and help them implement their business strategies and goals.
- Draft work plans, determine resources, estimate timelines and draft initial budgets as a part of project SOWs and POCs.
- Manage offsite and onsite teams, assignments and agile processes, resulting in maximized and flexible team resources and management
- Building and generating Agile reports (velocity, team capacity, burndown charts)
- Coordinating major releases with other Scrum masters and Product teams as well as DevOps to ensure there are no impediments
- PI planning sessions with Program and Product managers
- Conducted Scrum guide ceremonies with 2-3 cross functional teams (daily meetings, retrospectives, sprint planning and reviews, demos)
- Close cooperation with Product and Program management
- Extensive cooperation with Product owners to refine product and sprint backlogs, set up definitions of done and user acceptance criteria
- Planning poker (*story points*), T-shirt and PERT techniques for estimating ongoing and upcoming projects
- Project plans and roadmap updates to account for fast paced environmental, staffing changes and operational needs and requirements.
- Support and execute concurrent execution and delivery of multiple projects (web, fintech, middleware, ecommerce)

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- Cooperate with business stakeholders, customers and vendors of all levels and multi-disciplinary teams to analyze, collect, and validate requirements, remove impediments, suggest best practices and convey clear messages to all parties during kickoff meetings, cooperative architectural designing and planning meetings.

**Deluxe Corporation, MN, US** - *Technical Project Manager / Scrum Master (contractor)*

July 2013 - April 2020

- I initiated bulk e-commerce platforms revision to rebuild, redesign and provide simple yet rich user experience which led to increased visitors and revenue by 30%.
- On-boarded additional vendors for our Salesforce integrated e-commerce solution.
- Led some of the projects with Waterfall PM model
- Facilitated transition from Waterfall to Kanban and then Scrum respectively
- Applied multiple agile methodologies to shorten cycle time and achieve more business needs.
- Coached my teams to follow and adhere to Scrum guide principles during the transition from Kanban methodology
- Facilitated Scrum framework – sprint planning, backlog grooming, daily scrums, sprint reviews and sprint retrospectives for 2-week sprints
- Brainstorming sessions with Product and Marketing teams
- Estimated scrum team member's responsibilities and assigned tasks to balance each employee's workload.
- Worked closely with scrum team members to develop, identify and achieve assigned goals and initiatives, breaking down requirements, providing suggestions, best approaches and technical expertise.
- Supervised up to 15-20 team members (both onsite and offshore) throughout project life cycles.
- Utilized multiple project management tools, including Atlassian Jira/Confluence, Gantt charts, MS Project/Azure and Smartsheet.
- Designed and documented processes, procedures and how-to articles, including systems technical specifications.

**Geeksforless Inc., Toronto, CA** - *Software QA Lead (contractor)*

March 2013 - July 2013

- Enacted new and improved existing QA processes by developing test plans, test cases and assigning and executing tests.
- Successfully completed migration of one of the largest vendors from legacy servers to new data center.
- Followed and improved requirements for milestones and monitored

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completion of tasks for QA team.

- Conducted knowledge transfer sessions and new employees training to familiarize ones with procedures, rules and policies.
- Utilized simple SQL queries to validate test results and communicate with development teams.
- Led and updated the department's wiki base to help resolve common issues.
- Coached and motivated up to 10 QA agents to adhere and follow industry best practices.

## EDUCATION

**Mykolayiv National Agrarian University, Mykolaiv, Ukraine** - *Master's*

September 2007 - January 2013

Master's degree in Business management and international affairs.

## CERTIFICATIONS AND COURSES

1. Scrum Fundamentals Certified, ScrumStudy, ID: 622349 (April 2018)
2. Odessa Project Management Day, Lemberg Tech Business School. Held in June 2018

## PROJECTS PORTFOLIO EXAMPLES

1. <https://deluxemarketingsuite.com> - email marketing platform
2. <https://webhosting.att.com> - cloud hosting sign-up server
3. <https://easily.uk> - ecommerce cloud solutions
4. <https://www.aplus.net/> - cloud solutions for small and medium businesses

## LANGUAGES

1. English - fluent
2. Russian - native
3. Ukrainian - native