



**TEK06943 (Icertis - 8 + Year)**

■ MCA - Computer Science

## Highlights

- Having **3 years' experience in Release Management and contract management tool** called ICERTIS.
- Having total IT experience of 7.9 years in that **4.3 years of Experience on SAP BASIS** which involves administration on UNIX and Windows with Oracle, MAXDB and SQL server as databases in combination with various R/3 versions like ECC 6.0 Ehp 7 , Solution manager 7.1\7.2,SAP BO 4.2 and EP 7.0,SRM,SCM,CRM.
- A proven team player, able to handle multiple assignments under pressure and consistently meet tight deadlines.
- Have excellent communication, presentation and interpersonal skills, with the ability to develop team and client interaction expertise. Very amiable and extrovert, can interface well with people from various backgrounds.

## Skills

### Primary Skills

- Icertis CLM

### Secondary Skills

- SAP Basis

### Other Skills

- **Contract management Tool** : ICERTIS Contract Management Tool
- **SAP Skills**: SAP R/3 4.6C, ECC 5.0/6.0 with EHP 6 and SAP NetWeaver 7.0/ 7.4, PI 7.1, SRM 7.0 with EHP2, CRM 7.0, SRM, Solution manager 7.1& 7. 2,
- **Operating Systems** : Windows 95/98//2003/XP, AIX 7.1 and Unix
- **Databases Software Products** : Oracle 11g, MAXDB 7.7 – 7.9, DB6 9.7, MSSQL.

## Projects

### Project 1. ServiceNXT Shared Domain - IT Industry (53 months)

#### Roles and Responsibilities :

- Monitoring System Health checks.
- ABAP & Java support Packages applied as part of maintenance activities
- Performed Kernel upgrade per the client requirement.EWA reports prepared and Analysis tracker as part of maintenance activity.
- Performing BRTools operations related to space, backups for oracle database.
- Maintaining the profiles and operation modes for day and night operation Applying Support packs as per EWA Recommendations.
- Scheduling of Standard & Customizing background jobs.
- Analyzing of missing authorizations and assigning Roles to users.
- Profile maintenance through PFCG.
- Download and applying Support Patches and SAP Notes.
- Setting up Remote connections (RFC).

## Project 2. Icertis contract Management Tool - IT Industry (32 months)

### Contract Management Roles and Responsibility:

- Icertis is a software company that provides contract management software to enterprise businesses.
- Icertis helps in creating users, approve and collaborate on contracts.
- Configure the New contracts and adding Enhancements according to User requirement.
- Doing P2P from one instance to another instance to promote all changes.
- Configuring and triggering the rules, clauses and templates
- Working on reports technical data specifications and data creation for reports.
- Worked in Icertis Release Management team in planning Cutovers and daily Activities in System.
- Worked in ICERTIS 8.2 Upgrade testing.
- Worked in Project Kickoffs and BRD preparations.

### Release Management Roles and Responsibilities :

- **Plan the release deliverables and release life cycle (Forward Plan the release Cycles across a Projects/Portfolio)**
- Communicate the release-related tasks such as plans, timelines, requirements, etc. between different teams.
- Coordinate the release schedule and resources required depending upon the third-party applications, defect backlogs, planned releases, and infrastructure updates.
- Identify the risks that can delay the release and manage them, such that the scope scheduled, and quality of the release is not affected.
- Track the progress and find issues, if any. Always work to improve the process of release.
- Make sure that the release is planned, according to the requirements and budget.
- Schedule the release readiness reviews before deployment and milestone reviews after each release.
- Create plans for the implementation and deployment as per the release schedule.
- Plan and give weekly updates on the release activities.
- Maintain documentation related to procedures on build and release, various notifications list, and dependencies.
- Make improvements in the methodologies used for configuration management and development of software that helps to find ways to use in configuration management.
- **Conduct Release Readiness reviews, Milestone Reviews, and Business Go/No-Go reviews.**
- **Lead and co-ordinate the Go-Live activities including the execution of the deployment/cut over plans and checklists.**
- Plan, coordinate and supervise all activities related to the scoping, **through to deployment of releases into production, with line of sight on the impacts and implication to front to back customer journeys/business services.**
- Daily/Weekly/Monthly Release Reporting
- Liaise with project / product managers, keeping them updated on release progress against milestones, risks, issues.
- Research new software development and configuration management methodologies and technologies and analyzes their application to current configuration management needs.