**MUNAVAR**

**Munavar.364281@2freemail.com**

**Sr. Program Manager**

**Dynamic, versatile, hands-on Program Manager who leads teams to design and implement successful IT/Non IT strategic projects that align with business and IT objectives and deliver rapid results**

**Project Management | Strategic Planning | PMO Management**

**PMP & Six Sigma Black Belt certified Mechanical Engineer with 15 years of strong Program/Project Management experience in Banking, Insurance, IT Development, Business Transition & Analysis, Business Process Re-Engineering managing projects ranging from Zero to $100 Million. Hand-picked by executive team to turn around underperforming programs. Accomplished leader known and respected for leading successful projects and building credibility with executive teams and staff. Solutions driver who bridges the gap between business and technology with expertise in managing complex programs and multiple concurrent projects. Strong International exposure in Project Management, Business Transition & Analysis, Change Management, Benchmarking with assignments across USA, UK, Germany, Japan and Middle East.**

 **♦ Conflict Management ♦ Stakeholder Management ♦ Staffing & Resource Management**

 **♦ Risk & Issue Management ♦ Financial Modeling & Analysis ♦ Quality Management**

 **♦ Cost/Benefit Analysis ♦ Change Management ♦ Turnaround Operations**

**CERTIFICATIONS**

**Project Management Professional (PMP) ~ Certified Six Sigma Black Belt (SSMI)**

**Lead Auditor (ISO 9001:2008, BS 25999-2:2007, ISO 20000-1:2011, ISO 27001:2005)**

**LOMA Level I (Life Office Management Association)**

**Professional Experience**

**National Commercial Bank; Jeddah, Saudi Arabia (Nov 2012—Oct 2016)**

**SENIOR PROGRAM MANAGER**

**Program/Project Management | Change Management**

**Program Manage core IT and non-IT Strategic projects—manage workloads, define deliverables, hire and mentor resources, conduct performance reviews, and ensure compliance with established PMO processes. Direct business forecasting and financial analysis activities and identify opportunities and risks along with action plans to ensure attainment of organizational strategic goals.**

* **Executed the Branch expansion program, adding more than 200 branches across Kingdom.**
* **Spearheaded the implementation of FATCA regulation across NCB group (NCB KSA, Bahrain, Lebanon and Turkey), within 40% of the total allotted budget by the committee.**
* **Seamlessly executed the Banking Network replacement program worth multi million dollars.**
* **Captured 60% savings in AML projects costs in only five months—reengineered project plan and renegotiated contracts with new vendors; enhanced quality assurance and maintained timelines.**
* **Managed 40+ projects with varying levels of complexity, identified and mitigated potential risks, developed**

**requirements, managed change control, and tracked schedules and cost performance while ensuring project activities aligned with business objectives**

**Bank of New York Mellon, Pune India (May 2009 – Oct 2012)**

**VICE PRESIDENT – TRANSITION MANAGEMENT**

**Off-Shore Project/Transition Management | Global PMO Staff | Global Benchmarking |**

**Top-performing Transition Manager consistently sought out to reengineer troubled projects. Managed all projects, budgets, and strategic analysis for major Outsourcing programs. Prescribed solutions that provided quick ROI for maximum revenue productivity, service optimization, and system flexibility.**

* **Managed 25+ business transitions of Asset Servicing, Corporate Actions and Finance projects for BNY Mellon &**

**their international subsidiaries covering end to end process migrations.**

* **Accountable for business continuity planning, capacity planning to build real time resilience as required and**

**appropriate, to prevent future business failure and ensure business continuity**

* **Streamlined the entire Project Management Office by recommending, designing, piloting and implementing Tollgate Model for project execution**
* **Designed, developed and implemented automated Toolkit for Planning, Executing, Tracking and reporting of projects.**
* **Provided business analysis for overall Transition program of up to $100-million that included requirements, success criteria, milestones, Key Performance indicators (KPIs), and Work Breakdown Structures.**

**NeoIT*, for WALMART’s* (world largest retailer) VMO function; Bentonville, (Arkansas, USA) (Mar’09—Apr’09)**

**SENIOR PROGRAM CONSULTANT**

**Vendor Management Office | Process Re-Engineering | Process Improvement**

**Managed the VMO Category Management Re-Engineering for a $2-billion department—developed To-Be Processes, Identified and mitigated risks, and managed forecasting, operations, and budgets. Defined and implemented the industry best practices across all units of VMO Category Management department.**

* **Effectively identified the Quick Wins and laid roadmap to achieve a cost saving of $50 Million for FY 2009**
* **Increased Category Management process effectiveness by 35% through the development and implementation of re-engineered processes that ensured the accuracy and data integrity.**
* **Efficiently benchmarked the Negotiation process as regards Industry standard**

***Deutsche Bank (DBOI)*; Bangalore, India (Jul’05—Feb’09)**

**MANAGER, TRANSITION MANAGEMENT**

**Off-Shore Project/Transition Management | Global PMO Staff | Global Benchmarking |**

**Managed Transition and Benchmarking of 80+ Investment Banking Processes from Deutsche Bank (London, New York, Frankfurt, and Tokyo) to offshore captive centers (Bangalore, Mumbai, Jaipur, Manila & Jacksonville). Was awarded the best talent for the year 2008 by the global CEO of DBOI for smooth transition of projects accounting to more than 400 headcounts.**

* **Captured $20+-million in cost savings per year through migration of core Investment Banking functions from high operating cost locations to optimum cost locations.**
* **Efficiently benchmarked more than 60 processes across Deutsche bank globally**
* **Enhanced the interface between various teams (stake-holders) namely the Technology, Central PMO, Compliance, Business, Operations and other support functions by centralizing and de-centralizing**

***TCS – Business Transformation Solutions*; Bangalore, India (Apr’03—July’05)**

**PROCESS EXECUTIVE/QUALITY ANALYST**

**Insurance Expert | Six Sigma Implementer | Process Improvement |**

**Conducted RCA (Root Cause Analysis) for Life Insurance processes. Calculating and improving the Insurance process capabilities in terms of Six Sigma. Identifying and executing Six Sigma projects within all departments of the organization.**

**Early Career:**

**Help Desk Executive; LesConcierges, Bangalore, India (Oct’02 – Mar’03)**

**Trainee Engineer; Asia’s Electrical Centure, Chennai, India (Jul’01 – Sep’03)**

**Education**

**Bachelor of Engineering 2001 (Mechanical), Bharathidasan University, India**