

NEERAJA

ENGINEER

Al Karama

DUBAI

Neeraja.382874@2freemail.com

**Visa Status​**:Visit Visa

**EDUCATION**

* **MTECH IN SOFTWARE ENGINEERING​**- BITS PILANI,RAJASTHAN (73%)

2012-2016

* **BCA IN COMPUTER APPLICATION​**- MARAUGUSTHINOSE COLLEGE, KERALA (84%)

2009-2012

* **PLUSTWO (10+2)​**-

ST.MARY’S HSS, KERALA (80%)

2007-2009

* **​TH​​**- ST.JOSEPH’S HS

**SSLC (10 )**

KERALA (89%)

2007

**OBJECTIVE**

Obtain a challenging position with a strong desire to make a substantial and positive impact towards the success of the organization and my own career growth.

**PROFESSIONAL SYNOPSIS**

* 5 Years(Oct 2012 to Oct 2017) of experience in various Application testing, Web testing, Mainframe, XML, Data Centric on Windows and Web Application
* Diverse industry experience in Banking and Financial Services, Insurance and Retail Applications
* Good exposure to the Software Testing Life Cycle and processes involved
* Well experienced in both Agile and Waterfall model
* Good knowledge on Automation and Middleware testing.
* Experience in executing the scripts through HP ALM and Teradata
* Very good knowledge on SQL and HTML
* Experience in analyzing and extracting the requirements, creating test cases, raising defects in HP ALM.
* Experience in handling the defect call and sending out the defect summary and report during execution.
* Handling the status call and responsible in all the pretesting documentation (DSR,Test Plan, Test Completion Report, WBS).
* Self-motivated inside Sales Representative with excellent verbal and written communication skills and strong computer and CRM experience.
* Administrative professional offering excellent communication and computer skills. Meets deadlines and works with a high level of multicultural awareness and adaptability.
* Enthusiastic and well-organized Administrative Assistant with solid background in data entry, schedule management and event planning.

**PROFESSIONAL EXPERIENCE**

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| **ADMINISTRATOR CUM SALES EXECUTIVE** | **2017-2018** |
| **Clairoice Worldwide Education​​INDIA** |  |

* Greeted incoming customers in a professional manner and provided friendly, knowledgeable assistance.
* Supported program operations by preparing and updated documents, reports and spreadsheets.
* Corresponded with clients through email, telephone, or postal mail.
* Aggregated and prepared documentation and reports for office meetings, distribution, and filing.
* Performed general office duties, including answering multi-line phones, routing telephone calls or messages to appropriate staff, greeting the public, typing, proofreading, filing, sorting and handling incoming and outgoing mail.
* Interacted with students and families to follow up on missing or deficient information and relayed and discussed the status of applications.
* Counseling, coordinating and convincing the students/parents and Discussing with clients’ desired goals and outcomes.
* Explain about admission procedures and courses offered to the prospective students and their parents through face to face meetings, phone calls, mails.
* Maintain the target metrics by converting prospective students into confirmed admission and succeed in achieving the performance goals.



**TRAINING**

* Training on Data centric Testing(DCT) and Manual Testing (2012)
* Training on Developing Effective Interpersonal & Communication skills Stress Management
* Training on Time and Stress Management

**DOMAIN SKILL SET**

* **T​e​sting:​**Application Testing,Web Testing, Mainframe Testing, Functional and Regression Testing, Smoke Testing,User Acceptance Testing,System Integration Testing, Manual Testing, UFT Testing, DCT
* **Tools Used:​**HP ALM QualityCentre, Bugzilla,JIRA
* **Documentation:​**Test Analysisand Test Plan, Test Completion Report, Daily Status Report, Defect Summary and Report, Sign off document

**SKILLS**

* Expert in Microsoft Excel, Microsoft Word and Microsoft PowerPoint
* MS-Windows, Data entry
* Computer software installation
* To act effectively as team player with company management / colleagues taking proactive role in improving overall company performance
* Contacted customers to set up meetings check on needs and propose additional offerings.
* Managed a daily workload of appointments, cold and warm calls and service follow-ups.

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| **SENIOR PROJECT ENGINEER,Wipro Technologies BANGALORE​​** | **​2012-2017** |
| **Project:** | **Lloyds Banking – Blackhorse** | **Duration:Aug’16 to Oct’17** |
| **Role:** | **Test Engineer** |  |  |

**Description​**:​​Finance Online team is a part of the Lloyds Banking Team wherevarious Work Requests, Small Changes and Incidents are being worked on Release basis. Requirements are being extracted from documents and various applications are used to test the functionality. The pretesting activities are designed as per the functionality of the change. Defects are identified and tracked in ALM QC

**Roles and Responsibilities**:**​**

* Involved in requirement gathering , creating test cases and preparing scenarios documents
* Preparation and requesting the Test Data for each change.
* Identifying and raising the defects in HP ALM
* Handles the defect call on daily basis during execution and sends the defect summary and report to the stakeholders on daily basis during execution.
* Highlighted issues during executions to stakeholders
* Prepared detailed documents with High Level Scope, Test Coverage Matrix and Test Cases
* Defects tracking and DSR preparation
* Prepared Test Closure Reports

**Tools Used​**:​​Mainframe, Equips, LUC External and Internal, RAPID, XML,andQuality Centre 11.52

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| **Project:** | **Zurich UK SME testing-Insurance** | **Duration:Jun’14 to Jul’16** |
| **Role:** | **Test Engineer** |  |

**Description​**:​The​scope of this Project is to Plan, design, and test new Zurich UKSME testing application. Following are the SME testing SIT responsibilities. Test Strategy &Test plan preparation, Design of Test scenarios and test Cases Execution, System Integration Testing, Reporting of the test progress, Handling Change Requests from testing point of view, Test Automation, Test reporting. Wipro SIT is black box testing of ZTrade application at end user level. Scope of Wipro SIT does not include ST or UAT.The scope of SIT also includes finding functional level bugs and to ensure that the implementation of the features conforms to the implementation and requirement specification of the feature, and to ensure that features work together in a way they are designed to work.

**Roles and Responsibilities​**:

* Requirement Gathering with stakeholders to understand the change and plan the pre testing activities
* Involved in running the Sanity scripts to check the stability of the application using UFT tool
* Creating scenarios and test cases as per the functionality.
* Identifying the test environment, requesting for test data and the access required for the application
* Handles the defect call on daily basis during execution and sends out the defect summary and report to the stakeholders.
* Regression, Retesting, System and system integration testing



**ACHIEVEMENTS**

* “Best Innovative” award for implementing the way to improve the testing within the team
* Received various appreciations from the Customers as well as the Managers
* Awarded 600 reward points for best performance team in Zurich account.
* Nominated for Best Social Person for Account level activities-Mar 2015.
* Cleared Step Plus- Global English Exam.
* Cleared IELTS with overall band of 6.5.

**STRENGTHS**

* Excellent Communication, Leadership and Interpersonal skills with clear understanding of business logic
* Strong ability to build and maintain effective relationship with clients or customers
* Confident and Self-motivated
* Goal oriented and Hardworking
* Positive Attitude

**PERSONAL DETAILS**

**Date of Birth:​**24th April, 1992

**Languages Known:**

English,Tamil,Malayalam, Hindi,Kannada

**Nationality :​**Indian

**Marital Status:​**Single

* Executing the User Confidential Test cases in both the System and End to End regions.
* Involved in analysing the test data required for the change.
* Validated the MID file on a daily basis.
* Raise new defects and retested the existing defects.
* Estimated Effort and planned test cycle
* Created & obtained sign off on the testing approach, Test scenarios, Test Closure documents and Test Plan
* Ensured to send the DSR reports on daily basis and highlighted the issues to the stakeholders
* Attending Client status report calls kick off meetings, Defect tracking calls and Client status calls.

**Tools Used​**: Quality Centre 11.52, UFT, Application Testing, TFS, MTM

**Project: ZURICH-Global Risk Engineering Workspace (GREW)**

**Duration: Jan’13 to May’14**



**Role:** **Test Engineer**

**Description​**:​Global​Risk Engineering Workspace (GREW) .This solution helps riskengineer to capture vital data and statistics on various areas and parameter for their customer across globe. All this information is managed through MS Dynamics which is customized to cater to risk engineer needs for capturing data for large clients with geographically distributed assets and properties. This solution also includes custom mobile solutions on iPad device exclusively. This solution includes an ETL system and reporting system to help business/underwriters feed data for further analysis and decision making. Technologies/Products Involved:-MS Dynamics, SharePoint, MS SQL Server, SSIS, SSRS, WCF, .Net Framework, C# language, TFS

**Roles and Responsibilities​**:

* Analyse the new functionalities and extract the requirements from the document
* Design the test cases and execute them as per the functionality of the project.
* Analysing and requesting for the test data such as customer accounts, internet banking link, test environment
* Identifying and raising defects in HP ALM
* Regression Test cases are analysed and automated as per the functionality of the project
* Attended various project meetings and defect meetings to get the clarity on the project
* Handled the defect call and ensured to send out the defect summary and report to the stakeholders on daily basis during execution of the project
* Prepared the Test Plan, DSR and Test Completion Report and ensured they are signed off by the stakeholders
* Involved in sending out the DSR to the stakeholders on daily basis.
* Discussed the functionality of the change to all the team members and ensured that proper understanding is shared within the team members
* Analysed the test results and called out for the discrepancies against the SLA's.
* SQL server scripting (In order to verify the source to target data flow).

**Tools Used​**:​Data​Centric Testing, Web Testing, Quality Centre 11.52, UFT, andApplication Testing