

Srinivas K

No 10/1 4TH A Main Road C Cross Kalayannagar Nagarabhavi Main Road
Bangalore – 560072

Date of Birth: 27th March 1983

Email Personal: srinivasshetty98@yahoo.com

Mobile No.: (+91) 9742339000 (Personal)

A Versatile professional Offering over 14+ years of commendable experience in all aspects of IT, and Non-IT projects. Design, PMO & Product Delivery across diverse domains with the merit of completing & delivering high-impact projects of large magnitude within strict schedule Targeting assignments. Systematic Finance Analyst and extensive knowledge of financial controls and awareness of the latest regulatory requirements. Financial Planning & Analysis, Scrum Master, Budgeting & Forecasting, Variance Analysis, Management Reporting, Financial Modelling, and Business/ Relationship Management. The leader with demonstrated success leading projects and programs. Walked through periods of uncertainty with strategic and tactical management. Excellent organizational skills with proven abilities in team management and international customer relationship management demonstrated successful project execution working in collaborative environments and providing leadership to teams. Have the ability to manage the quality of the team and track performance reports by maintaining utmost confidentiality. Expertise in Microsoft Office and professional certification in relevant courses. Looking to leverage my knowledge and experience into the role and excel.

PROFESSIONAL EXPERIENCE

Business Consultant:

July 2022- To date

- Working for a startup as a business consultant (Leadership Training, Operations supervision, etc)

Brickwork India Pvt Ltd

Project Coordinator

May 2016 -Apr 2022

- Driving large and complex projects across multiple product domains, managing deliveries using Agile / Waterfall methodologies, and tracking end-to-end activities in the project life cycle.
- Establish regular communication and collaboration among the Program Owner, Project Manager, and Budget Owner on a weekly basis.
- Conduct discussions to assess the project's health status and take proactive measures by proposing mitigation plans if any of the parameters indicate an 'Amber' or 'Red' status.
- Support the identification, assessment, and mitigation of project risks. Assist in developing risk management plans and monitoring risk response activities. Raise any significant project risks or issues to the project manager for appropriate action.

CORE COMPETENCIES

Operations Management

Project & Production Planning

Finance and Data Analysis

Product Management

Business Intelligence

Project/Program Management

Strategic Planning &
Implementation

Compliance & Integrity

Customer Relationship Management

Liaison and Coordination

Billing and project invoicing

- Assist in resource allocation and management, including coordinating with team members and ensuring that they have the necessary tools, equipment, and information to perform their tasks. Monitor resource utilization and identify potential constraints or bottlenecks.
- Maintain project documentation, including project charters, schedules, risk registers, and issue logs. Prepare progress and data analytical reports, status updates, and other project-related documentation as required. Ensure that project documentation is accurate, up-to-date, and easily accessible.
- Facilitate effective communication among project team members, stakeholders, and clients. Schedule and organize meetings, prepare agendas, and document meeting minutes. Ensure that project-related information and updates are communicated to all relevant parties in a timely manner.

First American(India) Pvt Ltd

Team Lead

Aug 2006 -Feb 2016.

- Monitor, identify, and resolve performance, behaviour, and attendance issues using prescribed performance management techniques, and provide constructive feedback by reviewing CRM statistics daily.
- Conduct annual performance appraisals, provide subject matter expertise, and assist in project automation while modifying operations to meet service-level agreements under the supervision of the Operations Manager.
- Responsible for staffing and hiring, maintaining current employee records on direct reports, and ensuring the training needs of subordinates are met.
- Resolve escalated customer issues, hold team meetings regularly with direct reports, and communicate all process and client changes within specific timelines.
- Coach and develop action plans that maximize performance issues and provide effective feedback to the 10+ direct reporters.

Key Deliverables:

- Collaborating with Operations, Technology, and administrative departments to meet the interests of the organization and manage team performance, staff management, and meeting SLAs.
- Handling internal quality audits for Operations, preparing timely reports such as Quality, Productivity, and Key Result areas, and conducting product knowledge tests every month.
- Conduct direct report performance evaluations/appraisals, monthly feedback sessions, and preparing performance incentive reports (monthly, quarterly, and annual).
- Recommend R&R calibration sessions internally and/or with clients to ensure performance is aligned with expectations.
- Expertise in Account Receivable, Accounts Payable, and Reconciliation

PROFESSIONAL EXPERIENCE

- Business Consultant. July-2022 till date.
- Worked as Project coordinator. Brickworkindia from May 2016 to April-2022
- Worked as Team Lead. First American India from August 2006 to Feb-2016.

EDUCATION

- MBA(Finance)

PROFESSIONAL CERTIFICATION

- Power BI
- Financial Analysis Pro-degree
- Certified Associate Project Management

STRENGTHS

- Good leadership qualities and effective team player.
- Highly motivated for creative and innovative work.
- Excellent communication skills with experience in Negotiation skill
- Ability to anticipate the challenges/risk and prepare a strategy to overcome those challenges.
- Ability to navigate the team through difficult times.

IT Skills and Competencies

- **Core Competencies** –AGILE (Scrum/Waterfall), Program Management, Product Roadmap, Finance Analysis, People Leadership, Talent Development & Retention Compliance & Integrity
- **Technical Capabilities:** BI, Jira, Salesforce, MS Office(365).

DECLARATION

“I hereby declare that the information furnished above is true to the best of my Knowledge”.