A person sitting at a table in a restaurant

Description automatically generated **Sarika Dubey**

**Email address** . **Phone number** . **Linkedin Profile**

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**EDUCATION**

**Bachelor of Engineering (Computer Science)** Sikkim Manipal Institute of Technology, India, June 2007

**Diploma in Travel & Tourism Foundation** International Air Transport Association (IATA), 2014

**SKILL SETS, TRAINING & CERTIFICATIONS**

AWS Certified in Cloud Practitioner, APM Project Management Qualification (PMQ),PSM1 &2, BCS Certification in Requirements Engineering, BCS Certification in Business Analysis Foundation & BCS Certification in Business Analysis Foundation

**EXPEREINCE**

**Senior Project Manager** **– XYZ Company May 2017 –July 2020**

* Managed 11 supplier reposition projects with cross functional teams consisting of up to 15 people
* Developed the communication strategy and process for phases one and two of the current reposition process.
* Designed the standard process for suppliers when creating a project plan thus eliminating 20% of supplier prep time.

**Project Manager – XYZ Company April 2015 – April 2017**

* Led 16 process improvement projects using the latest technology AWS to decrease the overall cost
* Developed enjoyable relationships with suppliers and technical team & work flow experts enabling quick resolution to problems.
* Managed the performance of 8 direct reports to maintain delivery goals while resolving conflicts and blockers

**Lead Business Analyst – XYZ Company Sept 2012 – April 2015**

* Performed Gap Analysis to determine the “as-is” and “to-be” states of the product/solution
* Elaborated business requirements into epics and stories for an Agile implementation environment
* Conducted Release Planning, Sprint Planning and Sprint Retrospectives sessions

**Senior Consultant – XYZ Company Jan 2010 – Aug 2012**

* Demonstrated SAP & planning proficiency through effective execution of the requisition
* Led a cross functional team to develop a simple yet effective method for the allocation of serial numbers
* Produced a 10% month over month improvement to past due deliveries on an Aero level within six months.

**Consultant - XYZ Company July 2007 – Jan 2010**

* Gathered Business requirements through interviews, surveys, prototyping and interacting with Project Managers.
* Helped the team in developing blueprint of the future state which the business and IT wants to attain (the “to be”)

**OTHER SKILL SETS**

Project Management, Requirements Gathering, Team Management, Business Analysis, Business Process Improvement, Process Mapping, Stakeholder Management, Change Management , Process Analyst & Business Consulting