**Gauri Mane**

**PROFESSIONAL SUMMARY**

* Facilitated key Agile ceremonies for efficient sprint planning, daily scrum, and retrospectives.
* Ensured team members were clear on project goals, methods, roles, and responsibilities.
* Involved in organizational activities, including project management, interviews, resource management, task allocation and audits.
* Regularly attended senior management meetings, providing project updates, and contributing to strategic discussions.
* Provided training and mentoring to new hires, ensuring understanding of project processes, and maintaining high-quality standards.
* Led QA phases, performing testing activities, including Functional, Regression, UAT, Integration and System testing of web-based application.
* Maintained regular communication with the client through weekly and monthly dashboard report meetings, providing comprehensive project details and updates.
* Managed a team independently at Capgemini with an onshore client.
* Managed and monitored the of UAT scenarios/cases and execution.
* Analysed business requirements and module functionalities in the healthcare domain.
* Proficient in logging, tracking, and managing defects using JIRA, Excel, and Confluence.
* Provided quality control on behalf of the business before deploying changes, ensuring compliance with healthcare regulations.
* Hold certifications as Certified Scrum Master and Certified Tester Foundation Level
* Demonstrated expertise in managing testing processes and maintaining software testing records.

**SKILLS AND STRENGTHS**

* Experience in Blackbox, Functional, UAT, Regression, Integration, System etc.
* Understanding of SDLC (Software Development Life Cycle) and STLC (Software Testing Life Cycle)
* In-depth understanding of Scrum and other Agile methodologies, Kanban, Defect Management, Documentation
* Project management tool: Jira, Confluence
* Knowledge of SQL Server Management Studio, API testing using Postman
* Knowledge of Healthcare domain: Radiology workflow system DICOM standards and PACS management, Provider, Pre-Authorization, HIPPA Compliance

**CERTIFICATIONS**

* Scrum Alliance: Scrum Master Certified (SMC) https://bcert.me/swzkpkjax
* ISTQB: Certified Tester Foundation Level
* LinkedIn Learning: Agile Testing, SQL for Testers, Learning REST APIs

**PROFESSIONAL EXPERIENCE**

**Client: Centene corporation, St.Louis,MO 03/2024 – Present**

**Responsibilities:**

* Responsible for Performing Functional Requirement verification and log verification defects over the requirements and the design specifications.
* Attended meetings, involved in QA planning, test coordination and implementation of QA methodology.
* Prepared Test Cases based on business requirements.
* Tested the application to ensure that it has all the required functionality that's specified within its functional requirements.
* Created and executed test cases, review test cases, report defects, and prepares test reports.
* Performed functional testing to identify various critical points in the application
* Conducted Blackbox, Regression, Functional, Smoke testing for web-based applications.
* Participated in meetings with UAT team and stakeholders to review project planning, status, and issue discussion.
* Participated in Sprint planning, Sprint retrospective, Spring Grooming and Agile Daily standup meeting and weekly status meetings to discuss the task completed, deliverables, dependencies and goals of the projects.
* Provided weekly status report to project manager and team lead, worked closely with BA and development teams.
* Logged and tracked defects in Excel and reviewed stories in JIRA for new requirements or enhancements.
* Performed manual testing of the entire application.
* UAT Coordination - UAT testing activities and the development of UAT test artifacts, UAT test documentation, UAT testing for change management and reporting.

**Employer: CitiusTech 06/2021 – 08/2023**

**Role: Functional QA Lead/Scrum Master**

* Facilitated sprint planning, daily scrum, refinement, retrospective and sprint review events.
* Facilitated retrospective discussions and support continuous improvement efforts.
* Guide the development team on how agile ceremonies adds values into daily work and develop the self-organized teams.
* Collaborated with technical team and product owner balancing the interests of both when issues arise. and to ensure understanding needs and defining user stories and ensured product quality expectations are defined and known across the team.
* Worked in a cross-functional team to achieve development goals to ensure task completion on time and with high quality.
* Tracked progress and help the team achieve their commitments. Progress is monitored daily when problems are identified work with team to develop corrective actions. Developed an excel macro and standardized reporting templates resulting in efficient data collection and reduction in turnaround time for monthly report.
* Took the lead on resolving conflicts within the team removing any roadblocks to collaboration and removed the impediments allowing the team to focus on engineering tasks.
* Coordinated with Client through weekly and monthly dashboard report meeting to discuss about the project details and updates.
* Along with all the above responsibilities was also involved in Organizational activities such as Project management and monitoring.
* Conducting interviews, managing internal as well as external audits.
* Attending the fortnightly senior management meeting to share the project updates. Keep

QM system updated for the project by updating the metrics data and Root Cause analysis Documents in QMS.

* Provided required training and mentoring to new hires, help them understanding the project processes, reviewed their work and providing feedback if required.
* Analysed Business requirements, module specific functionalities, identified testing requirements.
* Design the new Test cases/scenarios to test application functionality.
* Selected/Identified the Test cases/Scenarios from Existing Test Suite
* Maintain and manage the test data.
* Complete Defect Cycle Coordination with the Team
* Managed various QA phases and performing hands on testing including Regression, Functionality and Pre-Release testing.
* Created Test case and executed functional and regression test scenarios for a web-based application.
* Worked closely with the development team to ensure that defects are dealt with promptly and professionally.
* Documenting processes and maintaining software testing records. Updated and maintained Jira tool. Reporting status to internal/external stakeholders

**Employer : Capgemini 04/2018 – 06/2021**

**Role: UAT Tester**

* Managed team of two members independently with the new application which includes cross- functional environment and onshore client.
* Manage and control the development of all UAT strategies, plans, scenarios, and cases for team.
* Design test cases/scenarios for user acceptance testing.
* Perform quality control on behalf of business before changes are deployed in the Production

Environment.

* Coordinates and participates in all testing activities, including planning, designing, execution, and

reporting. Defines scope and approach of UAT effort.

* Develop and maintains testing processes while also thinking creatively to leverage ideas for process

improvement.

* Provide UAT sign-off/perform post-implementation follow-up, Document project testing defects

**Employer: Majesco 04/2016 – 05/2017**

**Role: Trainee Test Engineer**

* Reviewed the Business Requirements document with the business and development team to understand the architecture and functionality of the application.
* Performed Business functionality testing, which involved testing of all core functions of the application.
* Performed Manual Testing on the application.

**PROFESSIONAL ACCOMPLISHMENTS**

* Appreciation Certificate for multitasking abilities, effectively managing client interaction, and coordinating project activities.
* Promoted from senior analyst to Associate Consultant in less than 12 months.
* Awarded with the Spot Award for contributions to continuous support of project.
* Supervised team of two team members for UAT Testing and deliverables. Co-ordinating client Independently
* Appreciation Certificate for successfully delivering the presentation of the entire Flow of activities (manual) implemented in the project.

**Education**

Bachelor’s Degree in Electronics Engineering (2015)- University of Mumbai

Diploma in Electronics (2012) - University of Mumbai