MAYANK SAXENA

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Profession Summary:

- 4.10 years of experience as a software engineer
- Strong communication and Interpersonal skills.
- Quick learner and excellent listener.
- Ability to handle multiple tasks.
- Ability to work in a team under pressure.

Work Experience Summary:

Company: Tata Consultancy Services Ltd
Designation: IT Analyst
Duration: Feb 2016 to till date

Projects Summary

Project1

Title: **Document Management System**

Technology: Documentum Content Server and Captiva
Platform: Windows, Linux,Unix

Description:
The project involves use of two components **Captiva** and **Webtop**. Captiva is used to capture documents in digital pdf format while webtop is used to view documents.
Documentum Content Server is used as a repository where documents are stored and retrieved.

Responsibilities:

- Development and Client Management
- Analyze and implement functional requirements.
- Troubleshoot and investigate critical defects and provide solutions within the SLA.
- Perform root cause analysis for continuous improvements.
- Building and deployment of new change request.
- Responsible for creating application related documents for release likerelease notes, operation guide and user guide.
- Assisting other team members in troubleshooting on customer issues.

- Assisted the Project Manager in making Weekly Status Report.

Project2

Title: **Document Management System in CARA**

Technology: Documentum Content Server and CARA
Platform: Windows, Linux,Unix

Description:

The project involves use of **CARA** as front end application. CARA provides user interface for document creation and documents view.
Documentum Content Server is used as a repository where documents are stored and retrieved.

Responsibilities:
- Development and Client Management
- Analyze and implement functional requirements.
- Troubleshoot and investigate critical defects and provide solutions within the SLA.
- Perform root cause analysis for continuous improvements.
- Building and deployment of new change request.
- Responsible for creating application related documents for release likerelease notes, operation guide and user guide.
- Involved in CARA upgrade activity which included Content Server upgrade and DB Upgrade.
- Assisting other team members in troubleshooting on customer issues.
- Assisted the Project Manager in making Weekly Status Report.

Technical skills & Computer Efficiency:

      Tool used: Documentum, CARA, DQMAN, DJMAN, SQL Developer, MS SQL
      Development tool: Eclipse
      Operating Systems: Windows 2007/2008/2010, Linux, UNIX

Achievements:

- Received **Star of the month** award in 2019 for successfully carrying out cloud migration of application.
- Received customer appreciations for being proactive, and for giving quick and effective responses.
- Received 2 consecutive **Production Pillar** awards for managing client requirements and helping project to get decent CSI.

Trainings:

- Completed 3 months of ILP (Initial Learning Program) training in TCS.
- **Completed ASCENT training for leadership quality.**

Education:

- B.E (CS) from Meerut Institute of Engineering and Technology, Meerut with 72% in June 2015.
- 12th from B.B.L Public School, Bareilly, CBSE board with 79.4% in May 2011.
- 10th from B.B.L Public School, Bareilly, CBSE board with 83% in May 2009.

Personal information:

      DOB: 9th July, 1993
      Nationality: Indian
      Languages known: English, Hindi

Declaration:

I do hereby declare that the above information furnished by me is true to the best of my knowledge and belief.

(Mayank Saxena)