



SHARON GEORGE VARUGHESE

sharon.georgev@gmail.com | +971 588 91 7858

IT CONSULTANT | OPERATION SUPPORT

OBJECTIVE

Hardworking & Goal-driven professional having nearly 5 years of experience as IT Consultant & Operational Support for multiple projects. Dedicated, Competitive with outstanding relationship building acumen.

SKILLS & ABILITIES

- Effective Communication
- Business Flow Analysis & Optimization
- Strong Interpersonal Skills
- MS Office
- Database Administration
- Excellent Presentation
- Customer Support
- Effective Organization Skills
- Project Planning
- MS Project
- Documentation & Reporting
- Team Management & Coordination

TECHNICAL EXPERIENCE

OPERATING SYSTEMS

Linux, Solaris, Windows, HP-UX

DEVELOPMENT TOOLS

MS Office – Word, Excel, PowerPoint, Project, MS Visio, TOAD, SQL Server Management Studio

PROGRAMMING LANGUAGES

SQL, PL/SQL, C, C++, Visual Basic

DATABASES

Oracle [10g, 11g, 12c], SQL Server 2008, MS SQL

APPLICATIONS

Oracle EBS, Oracle Enterprise Manager, Oracle AVDF, FOCUS

EXPERIENCE (I)

TECHNICAL ANALYST FANTCO (DUBAI, UAE)

SEP 2017 – OCT 2018

Responsible for analyzing and optimizing the Operational Flow & ERP Application. My role included:

- Documenting current work flow in Accounts, Finance, HR, HACCP and Warehouse Management.
- Identifying the operational gaps of each department with their existing ERP system

- Creating naming conventions and standards for their FMCG Products
- Worked on Process Optimization measures on the current FOCUS ERP System

(II) | IT CONSULTANT MANNAI CORPORATION QPSC (DOHA, QATAR)
AUG 2014 – APRIL 2017

I have worked as Database Administrator with additional responsibilities of coordinating multiple projects also undertaking Pre-Sales activities.

My achievements in role of Database Administrator include:

- Database Configuration, Support, Monitoring, Patching, Troubleshooting & Backup.
- Successfully worked with Oracle EBS R12 Applications for Oracle Apps Disaster Recovery, Performance Tuning, Troubleshooting and Support
- Successful Implementation & Integration of Security Products with Database
- Knowledge of Incidents/Request and Change Management process
- Effective Training of Clients

My achievements in role for Project Coordination include:

- Point of Contact for Project Stakeholders
- Effective Resource Management & Co-ordination
- Accurate Submission of Project reports
- Cost Management and Project plans for Development activities
- Setting Project milestones & Change Management based on Client requirements

My achievements in Operation Support & Pre-Sales include:

- Requirement Analysis & Coordination ensuring Client satisfaction
- Ensured timely management of resources & project reports
- Developing & Managing Documentations, Issue Logs

I have exposure working with multiple clients including Government Clients Ministry of Public Health, Supreme Education Council, Msheirib Properties, Bein Sports, Kahraama, Ooredoo, QD etc.

Ref: Mr. Aibi Abraham (Reporting Manager)

(III) | IT CONSULTANT INDEPENDENT IT CONSULTANT (DOHA, QATAR)
Sept 2013 – Jul 2014

I worked for Supreme Health Council, Qatar, on Oracle EBS R12 Single Instance Application and RAC Oracle Database setups. My role includes:

- Installation , management & support for Oracle Databases
- Configuration, Patching & Management of E-Business suite Applications
- Administrrating proactive daily checks
- Support for Oracle Apps & Database Disaster Recovery, Performance Tuning.
- Troubleshooting & Resolving project issues.
- Integrating external applications with DB - SOA, OpenText etc.

(IV) | COMPUTER TEACHER BIRLA PUBLIC SCHOOL (DOHA, QATAR)

APRIL 2013 – JUN 2013

Teaching Computer Science for students for classes 7th - 11th. My responsibilities included

- Teaching Computer Languages – SQL, JAVA, Visual Basic
- Preparation & Presentation of lesson, simplify lesson plans in line with the curriculum
- Engaging parents and school administration for students activities

EDUCATION

MACE, KERALA

Bachelor of Computer Science Engineering

CERTIFICATION & TRAINING

ORACLE CERTIFIED PROFESSIONAL (ADMIN)

GRADE A+ 2013

CERTIFICATION OF TALLY

GRADE A 2013

PMP - TRAINING COMPLETED

ACHIEVEMENTS

- Successfully worked with customers – Ministry of Public Health, Msheireb Properties, Kahraama gaining the trust for future projects
- Mentor for Groups in Training Sessions & Leadership Programs – Small & Large
- Participant of Haggai Institute Advanced Leadership Training Program
- Event Coordinator of International Technical Fest and Arts Fest of MACE
- Organized & Presided meetings / gatherings for different program
- Received certificates in events for communication skills, arts and sports

LANGUAGES

ENGLISH, HINDI, MALAYALAM

LOCATION

DUBAI, UAE

VISA Status

Spouse Visa