

# ADNAN SHARAF

Phone: 0341-834-1611, 1-309-863-5564

Email: [sharafadnan@gmail.com](mailto:sharafadnan@gmail.com)

URL: <http://adnansharaf.branded.me/>

---

## Summary

---

- 8+ years experience (of total 10 +) as a **QA Manager**, with experience in Financial, Banking and investment Industry. Solid understanding of Business Process Flows, Case Tools, and Business Analysis.
- Have been involved in most of the stages of project development including requirement analysis, design, enhancements, implementation and documentation with complete knowledge of SDLC.
- Build a new QA department from the ground up, including the hiring of staff, development of processes and procedures, and implementing testing methodologies in QA and Development.
- Review existing SOPs and update/Improved them to stream line the process to improve product quality. Introduced new SOPs for SDLC, Code deployment, Bug Management, Time Line Estimation, Change Control Management etc.
- Implemented CI (Continuous Integration) framework with load and functional testing scripts using Jenkins.
- Experienced in created custom test automation frame works Using Selenium web driver with Java.
- Experienced in planing and designing, Load, Stress, Capacity, Endurance and Volume tests.
- Review and update existing documentation and create and maintain new documentation for all functional areas of the software. Develop and deploy documentation standards.
- Extensive experience in gathering Business and Functional Requirements, developing Use Cases, conducting Gap Analysis and preparing Training manuals
- Experience in developing **UML use case diagrams**, Work Flow Diagrams using tools like Rational Rose and MS Visio
- Excellent Business writing skills in creating **Business Requirements Document** (BRD), Use Case Specifications, Functional Specifications, and Systems Requirements Specification (SRS).
- Expertise in Rational Unified Process (RUP) methodology, Software Development Life Cycle (SDLC) processes, Object Oriented Analysis (OOA/D), and Rational tools used during all four phases of RUP: Inception, Elaboration, Construction and Transition.
- Well experienced in developing **Test Plans, Test Execution, Defect Tracking, and Report Generation**.
- Proven ability to plan strategic quality control metrics and methodologies, quality teams and exposure to software testing with **service oriented architecture (SOA)**.
- Excellent Team player work in conjunction with testing, development and other teams in validation and testing complex scenarios and projects and in the maintenance of Quality Standards in Projects.
- Ability to communicate business requirements, goals, and directives to the technical team and serving as client interface for managing user expectations and achieving client satisfaction.
- Experienced in **test schedule planning, test case design, documentation** and execution, discovering software bugs, reporting bugs and verifying bug fixes.
- Excellent verbal and written communications; ability to explain issues clearly and concisely and establish effective working relationships
- Efficient in leading offshore and inshore Testing/ QC teams. Expert in designing **test scenarios, Use Cases, work breakdown structure using MS Project, set up test bed, master test plan**, interviewing and arranging resources, designing automation frameworks and setting up the performance test matrices
- Proven ability to plan strategic quality control metrics and methodologies, quality teams and exposure to software.

---

## Technical Skills

---

Operating System

Windows 95/NT/2000/XP/Vista, Unix, CICS.

Languages

C++, C#, VB, TSL, PL/SQL, Perl, HTML, TSL, Java

Middleware	<b>TIBCO BW, TIBCO Designer, TIBCO Admin</b>
Test Management tools	<b>Clear Quest, Quality Center, Bugzilla, Mantis, Jira, TestLink, TFS</b>
Test Automation tools	<b>Selenium IDE, Java Junit, Selenium RC, Selenium Web Driver, Jmeter</b>
Testing Tools	<b>QTP, LoadRunner, Win Runner , Rational Robot, Jmeter</b>
Methodologies	<b>Unified Modeling Language (UML), SDLC, RUP, RAD, Agile</b>
Office & Reporting Tools	<b>MS Office, Project, Visio, Lotus Notes, SharePoint (MOSS)</b>
Database Tools	<b>SQL Developer, TOAD, DBforge for MySQL, SSMS (2005/2008R2)</b>
Enterprise Resource Planning	<b>SAP FI/CO, SAP SD, SAP BW, SAP HR, PeopleSoft</b>

## **Professional Summary**

**Protégé Global** **Sep 2013 - Present**  
**Project Manager /Head of QA Department/CTO**

**Projects:** Directing Edge, Cloud Incredible, DWC Exchange, Liening Edge, MedFlow, EMS

### **Roles and Responsibilities**

- **Build a new QA department from the ground up, including the hiring of staff, development of processes and procedures, and implementing testing methodologies in QA and Development.**
- **Review and update existing documentation and create and maintain new documentation for all functional areas of the software. Develop and deploy documentation standards.**
- **Developed and implemented comprehensive SDLC and test methodologies department wide and companywide.**
- **Planning and executed tests from large system wide tests (SIT, UAT, etc.) to individual functional tests and regression tests. Methodologies used include waterfall, iterative and agile.**
- **Motivated and developed team leaders and team players in on-shore, off-shore, and mixed teams.**
- **Developed processes for project plan development, test strategy development, test plan development, test case & test data review, and test automation.**
- **Defined, designed, created, & executed performance tests, including load tests, volume tests, stress tests, endurance tests, scalability tests, etc.**
- **Inherited three disparate cross-functional teams and through team-building, cross-training, and skills building, created a single team of professional testers**
- **Introduced and expanded the use of test management and test execution tools to improve tester efficiency, reliability, and repeatability**
- **Reviewed Software Requirement Specifications, created Estimations, negotiated and signed off on the Test Plans for the releases.**
- **Analyzed functional and technical requirement documents to find inconsistencies and identified the contradictions.**
- **Defining the scope of testing within the context of each release/delivery**
- **Introduced the automation testing importance. Created scripts using Selenium web driver and Java Junit. Created data driven frame work. Trained team members on selenium.**
- **Created/Managed Load/Stress/Volume/Scalability/Endurance scripts for performance testing.**

- Created stored procedures in MySql using DbForge studio.
- Implemented CI (Continuous Integration) framework with load and functional testing scripts using Jenkins.

*Environment: Jenkins, DbForge Studio, SQL server management studio, MS Office 2010, Visio 2010, QTP, TFS Selenium IDE Selenium RC, Selenium Web Driver, JAVA, JUNIT, XML editors etc.*

**GM Motors (Compuware Corporation)**  
**QA Lead**

**Sep2010 – Jun 2013**  
**Montreal QC**

**Projects:** Chevrolet MyVolt Web, GM Onstar NextGen, GM MyConnectedRadio

**Roles and Responsibilities**

- Reviewed Software Requirement Specifications, created Estimations, negotiated and signed off on the Test Plans for the releases.
- Analyzed functional and technical requirement documents to find inconsistencies and identified the contradictions.
- Defining the scope of testing within the context of each release/delivery
- Managed Offshore/Onshore team of 8 senior/intermediate QA analysts.
- Developed and implemented test plans. Ensured content and structure of all Testing documents / artifacts are properly followed, documented and maintained.
- Prepared traceability matrices, daily reports to improve quality processes and develop successful estimation model.
- Ensured release sign-off and prepared reports like test execution summary, defect summary, deployment success.
- Setup QA work flow in TestLink and devise **test methodology**
- Implemented training and development plans for team of 5 QA testers. Mentor associates.
- Managed entire Defect life cycle using Jira. Organized and managed Defect triage meetings.
- Reviewed manual/automated test cases and suggested enhancement according to the requirement change.
- Validated Radio and App API services to make sure infotainment is connected to portal/database and working as required.
- **Facilitated UAT with clients.**
- Managed the final testing phase during production deployment.

*Environment: MS Office 2007, Visio 2007, QTP, Jira, TestLink, Blueprint, XML editors etc.*

**Business Development Bank of Canada**  
**(Accenture)**  
**QA Lead / Manager**

**Sep2009 – Aug2010**  
**Montreal, QC**

**Project:** Redevelopment of internal/external Portal

**Roles and Responsibilities**

- Reviewed Software Requirement Specifications, negotiated and signed off on the Test Plans for the releases.
- Created Test strategy and Master Test Plan. Also **developed traceability matrix for test requirements and test cases** to highlight requirement coverage.
- Created visual models, charts, flow diagrams and other specification components that facilitate simplification and abstraction.

- **Created use cases through Process flow, Scenario, and Class diagrams using UML.**
- **Created Test Plans, Manual Test Cases and Test Reports** during different releases of this application.
- **Used Quick Test Professional** to run the Regression Cycle of the application.
- **Developed scripts in Standard and Low level recording format and used Shared Object Repository to store all test objects.** Implemented synchronization points, standard check points, Text check points and XML checkpoints to carryout Regression testing.
- **Used Quality Center** to organize all the scripts systemically.
- **Prepared traceability matrices, daily reports to improve quality processes and develop successful estimation model.**
- **Ensured release sign-off and prepared reports like test execution summary, defect summary, deployment success.**
- **Managed entire Defect life cycle using Mercury Quality Center.** Reported directly to Manager, Quality Assurance. Assisted Manager to collect status reports and schedule formal and informal weekly meetings with team members.
- **Implemented training and development plans for team of five QA testers.** Mentor junior associates.
- **Setup QA work flow in Quality Center, devise test methodology and test strategy.**
- **Developed Manual Test cases for functional, backend and security testing.**
- **Prepared traceability matrices, daily reports to improve quality processes and develop successful estimation model.**
- **Ensured release sign-off and prepared reports like test execution summary, defect summary, deployment success.**
- **Managed entire Defect life cycle using Mercury Quality Center.** Reported directly to Manager, Quality Assurance. Assisted Manager to collect status reports and schedule formal and informal weekly meetings with team members.
- **Implemented training and development plans for team of five QA testers.** Mentor junior associates.
- **Created SharePoint site, Created many users and maintained User Permission per site.**
- **Worked on creating/testing additional administrative SharePoint reports using a web part to display the user's completion status and scores.**
- **Created/Tested Multiple Sites, Subsites for the Intranet/internet.**
- **Worked with the Permissions for Sharepoint Site.**
- **Tested workflow for the custom list using SharePoint designer.**
- **Created/Tested multiple groups, Community sites for different teams and departments**
- **Modified various scripts for Coveo functionalities to test custom search requirements.**
- **Tested various scripts for WebTrends to optimize, analyze and realize web data.**
- **Tested various Out of Box Telerik functionalities.**

*Environment: Quality Center, SharePoint, Visual Studio 2005, C#, ASP.NET 2.0, client side JavaScript, SharePoint/MOSS 2007 Web Parts, Coveo, Telerik. Sql Server, WebTrend, Visio 2007.*

**All State Insurance**  
**QA Lead**

**May 2008 - Aug 2009**  
**Chicago, IL**

**Project:** Data solution Data on Demand (DOD)

External data ordering is a critical application supporting the quoting, new business & renewal processes. Data Solutions is formed to centralize and consolidate external data ordering across the regions and enterprise to achieve data acquisition cost savings. Historically, over ten years ago, Allstate contracted the external data ordering activity to a vendor, Acxiom, to achieve this purpose. The On-Demand service is the interface for Data Solutions clients to order external reports from Allstate vendors.

#### **Roles and Responsibilities**

- **Participated in feasibility studies and workshops** to collect and document functional requirements, specifications and functional design. **Carried out and documented Gap Analysis.**

- **Helped BSA to document comprehensive Business Requirement Specification** after reviewing business process and related documents. Insured accuracy, completeness, clarity and simplification of BRD.
- **Prepared WBS in Ms Project** to identify the activities, activity schedule, task dependencies, release schedule and task allocation.
- Reviewed Software Requirement Specifications, negotiated and signed off on the Test Plans for the releases, produced feature specification documents detailing the high-level design of the software and the user interface.
- **Created uses cases and scenario diagrams using UML** for different releases/Phases/products of data solution. Complex business scenarios were designed for **Property Insurance Claims (PLIS), Credit Reports, Motor Vehicle Reports (MVR), Auto Insurance Claims (ALIS)** which were ordered through outside data providers like **ChoicePoint (CP) and Trans Union (TU)**.
- Carried out System Integration Testing (SIT) where data flows between Legacy System via Internal Tibco application to 3rd party vendor application.
- **Managed entire QA process, beginning from application inception to date of product delivery** included defined Test objectives, designed Test Plan, and developed Test Procedure as per requirements for modules to check functionality and integration testing.
- Setup QA work flow in Quality Center , devise **test methodology and** test strategy. Analyzed the application under test, selected the repository tools, **automation tools and** test environment based upon the ROI
- **Developed Manual Test cases to calculate credit scores for individuals, based on their credit reports** (trades, Collection, inquiry, and public records)
- Performed Validation of XML translations at various levels of **batch processing**. That includes translation from **Main frame flat file to Internal XML and External vendor XML format** and **XML to COBOL Copy book Format**.
- Created trigger messages for BW Engine to activate Tibco jobs in batch processing.
- Validated XML feed on rules and regulation designed by All state Insurance. Created happy path and negative cases to check the validation conditions.
- Prepared traceability matrices, daily reports to improve quality processes and develop successful estimation model.
- Ensured release sign-off and prepared reports like test execution summary, defect summary, deployment success.
- **Managed entire Defect life cycle using Mercury Quality Center**. Reported directly to Manager, Quality Assurance. Assisted Manager to collect status reports and schedule formal and informal weekly meetings with team members.
- **Implemented training and development plans for team of five QA testers. Mentor junior associates.**
- Conducted weekly walkthrough and inspection meetings, to verify the status of the testing effort.

*Environment: Quality Center, .Net, C#, TIBCO, IBM Mainframe, TSO, CICS, File-Aid, ISPF, Oracle, DB2, WebSphere, SharePoint, Excel, Visio, MS Project, SQL Developer, Unix*

Caterpillar, Peoria, IL

Jan' 07 - May '08

**Senior Process & Engine Performance Analyst**

Caterpillar is the world's leading manufacturer of construction and mining equipment, diesel and natural gas engines, and industrial gas turbines. My position provides basic engineering for capital expenditures. I develop initial alternatives for business opportunities in the form of a feasibility study, unit operations, logistics and locations. After approval for the feasibility study, I support the project by developing the P&IDs, PCN's, material and energy balances, equipment specifications, operating and control strategies and other basic engineering needed for design. In some cases this work was outsourced and I involved in directing the effort for the company and reviewing the work.

### Responsibilities:

- Participated in technical and engineering initiatives for the commercialization of new products.
- **Diagnosed and resolved tooling, equipment and gauging problems**, utilizing formal problem solving methods.
- Maintained and published reports of problems and their resolutions on a regular basis utilizing the 'open issues' format.
- **Created Performance Lug curves for engines and published it on TMI** (Technical Marketing Information) web site for marketing department.
- **Programmed, debugged and troubleshoot the equipment** in assigned area of responsibility.
- **Understand and developed plans to improve process performance** in assigned area of responsibility.
- **Facilitated teams to ensure an aggressive continuous improvement program.**
- **Participated in the APQP process** for new product launches as assigned.
- Reviewed, planned and implemented process changes (verifying process integrity) that result from the continuous improvement program
- **Developed and maintain all process documentation and tool, machine and gage designs** as they are changed, revised and or improved (as built documentation).
- **Reviewed and submitted PCN, assigned routing, and reviewed requirements for Customer Production Parts Approval Process (PPAP).**
- Become intimately familiar with CAT policies and procedures in order to comply with and be capable of training them.
- **Ensured internal and outsource engineering is in compliance with the project requirements, customer specifications and governing standards**
- Worked in a safe manner and report unsafe work conditions, equipment or practices to department supervisor.
- **Communicate between PCN originator and approvers in order to complete the approval process when there are delays or rejections of the PCN.**
- **Research and Print Destination Specific Emission Labels for Engines.**
- **Conduct routine process audits to ensure processes are being maintained within documented baseline parameters.**
- **Supported outsourced partners from hands-on working engineers up through mid-level management.**
- Record on appropriate check lists or other documents.
- **Develop and maintain spare parts requirements for replaceable fixture tooling and machine details.**
- Complete and maintain appropriate forms as required.

### Regal Beloit Corporation, Wausau, WI

Jul '05 – Jan '07

### **Manufacturing Engineer**

REGAL-BELOIT Corporation's mechanical products include an array of mechanical motion control products and cutting tools. RBC's products include standard and custom worm gear, bevel gear and helical gear; marine transmissions; after-market automotive transmissions and ring and pinions; custom gearing; and manual valve actuators and cutting tools. In my capacity I was supporting the process control role on capital projects as well as developed process control descriptions for these projects. I also work with control system integrators to engineer and program the process control computer. Also provide support to the global plant sites on existing control issues.

### Responsibilities:

- Provided day-to-day process engineering support for plant manufacturing and utility operations.

- Identified improvements and optimize processes through changes to equipment, systems, practices, and procedures
- Identified opportunities, develop, and coordinate plant projects to improve process capabilities, safety, and competitive position
- Analyzed manufacturing quality and productivity issues to make process improvements for the assembly floor.
- Prepared project authorizations with schedules required to fund engineering projects; manages timelines.
- Designed and analyze engineering experiments, initiate changes and create proper documentation with conclusions
- Supported troubleshooting, de-bottlenecking, expand efforts, created plant tests, improved on-stream time, participated in incident investigations, developed operating procedures, and performed training.
- Designed, qualified, and selected mechanical and electro-mechanical components for product design and manufacturing fixtures.
- Applied mechanical engineering skills to the application of manufacturing and the Product Development process.
- Mentored engineers and interns on CNC programming for machine tools (Manual programming APT).
- Conducted basic-to-advanced research related to new technologies, materials, product applications, or new products.
- Worked with marketing team to define the requirement specifications for new products and assure that they meet the customer's specifications.
- Lead and contribute to cross-functional product development teams to develop new products, features, services, and processes.
- Investigated problems to products/processes, and find and implement solutions.
- Designed and build prototype models. Tested/debugged prototypes of new designs, verifying that specifications are met.
- Updated assembly procedures, QC test procedures, equipment operating procedures.
- Designed and procure jigs and test fixtures to support Production Operations.
- Interfaced with Production staff to provide easy-to-assemble and easy-to-test products.
- Participated in intra-company teams such as Audit, Safety and Activities.

Caterpillar, Peoria, IL

Jan' 04 - Jul'05

Manufacturing Engineer

Caterpillar is the world's leading manufacturer of construction and mining equipment, diesel and natural gas engines, and industrial gas turbines. During the phase of my assignment I was responsible for designing the production process and collaborated with the Design Engineer to ensure compatibility of product with process. Researched and coordinated with engineers to introduce new technology into the new or existing production lines.

**Responsibilities:**

- Reviewed product design to provide suggestions for adding, changing or removing features/dimensions on the product to eliminate possibility of manufacturing or assembly error
- Created engineering standards by collecting lessons learned and good practices for product and equipment design.
- Developed manufacturing process and flowchart diagrams incorporating the product design specifications and historical experience with similar designs.
- Produced a two-dimensional CAD drawing that identifies all processes and equipment established in the process flow diagram
- Applied lean manufacturing principles to create efficient material flow, operator tasks, and quality controls. Address ergonomic and safety considerations regarding material flow, ingress and egress for operators and service technicians

- **Produced the manufacturing development plan incorporating elements of "Lean Manufacturing"** ensuring that plans seek to synchronize flows, minimizing material travel, handling, and maximizing value added use of floor space.
- **Used cycle times to balance individual and combined processes.** Develop material planning Routers, Assembly Drawings, Bill of Materials, and Scrap Locations
- Specified and compiled a list of equipment needed for the production line, identify long-lead item equipment and initiate procurement process.
- **Specified electrical, fluid, computer, and power requirements** along with the location and timing requirements.
- **Created the formal design of the production lines based on the Manufacturing Development Plan.** This design includes Production Equipment specifications of major equipment and identifies all ergonomic and safety considerations for production tooling, equipment and computer hardware.
- **Set up, operated and adjusted automatic lathes (Mazak, Cincinnati Milacron, and Cincinnati Lamb) and various VMC (Vertical Machining Centers) to perform complex combinations of operations to close tolerances on a variety of parts.**
- **Set up, operated and adjusted N/C lathes to perform complex combinations of machining operations or limited combination of machining operations to close tolerances (+0.03mm)**
- **Altered CNC G- Code Program** on various occasions as per requirements.
- **Provided support for equipment runoff and PPAP**
- Assisted with Materials Review Board related to supplier quality. Analyze non-conforming material historical information for opportunities to prevent/improve product quality.
- **Continually drove the utilization of advanced quality tools and techniques: Six Sigma, Effective Root Cause Analysis, Effective Use and Analysis of Data, Industry Benchmarking, Lean Manufacturing, Industry Associations.**
- Followed, maintained, and improved established quality systems and procedures.
- Performs other duties, as assigned, to maintain efficiency throughout the company

**Bradley University, Peoria, IL**

**Jan '01 – Dec '04**

### **Teaching/ Research Assistant**

Worked directly with Prof. Dr. Iqbal Sharif as his teaching/ Research assistant.

#### **Responsibilities:**

- Teaching 200-500 level Machining Labs to undergrad students
- Establish and maintain communications with supervising faculty
- Grade and return assignments in timely fashion
- Develop course materials, such as exam questions or homework problems
- Designing scientific apparatus
- Building prototypes of scientific apparatus
- Building scientific apparatus
- Testing scientific apparatus
- Calibrating scientific apparatus
- Designing experiments
- Collecting experimental data
- Operating and troubleshooting computers
- Writing and debugging computer software
- Ordering supplies and equipment
- Analyzing data
- Conducting literature searches
- Reviewing literature
- Conducting theoretical research
- Preparing materials for scientific tests

- Participating in safety training
- Maintaining accurate experimental records
- Managing and responding to email
- Preparing web sites with research results
- Maintaining web sites
- Writing articles, reports, posters or presentations
- Making presentations
- Supervising the work of undergraduate students
- Training other personnel as directed by PI or supervisor

---

## Education

---

- **Matriculation**, *Kasool Bai Valika Airport Model School (1991)*
- **Intermediate**, *Government Science Malir Cantt College (1993)*
- **BE Mechanical Engineering**, *N.E.D University of Engineering and Technology (1999)*
- **MS Manufacturing Engineering**, *Bradley University Peoria IL USA (2004)*
- **PMP (Project Management Professional) Certified through PMI (Project Management institute) (2012)**
- **Certified Project Manager through Compuware Corporation.**
- **Six Sigma Green Belt through Caterpillar (2006)**

\*\* Work samples and references can be provided if required.

---

## IELTS Score

---

- **Appeared in General Training Exam (August 2017)**  
*Listening 8 , Reading 6.5, Writing 6.0, Speaking 7.0*