

## **NEERAJ C. NIGAM**

2005 N Amelia St., Sterling, VA 20164 Phone (703) 592-6739  
nnigam@innotechconsultants.com

### **OBJECTIVE**

Seeking a positions utilizing my extensive IT and Management Skills along with my PMP certification in achieving corporate goals.

### **EXECUTIVE SUMMARY**

An accomplished technical project management professional utilises innovative and unique perspectives along with extensive experience to resolve project issues. An extremely rapid thinker is able to quickly breakdown complex problems into basic issues and arrive at viable solutions. Extensive experience in bringing cutting-edge technology to corporate clients. Proven ability to conduct accurate needs analysis, resolve complex issues, assess technical capabilities, conduct strategic planning, build and motivate teams and manage projects. Expert in managing projects of all sizes, has led teams of upto 40 to achieve project goals under complex conditions while satisfying corporate requirements, client needs, project goals while keeping team member happy. Technical expert in software development, databases and network management. A people person, is able to motivate varied teams to produce exacting results while performing at their peak levels.

### **SECURITY CLEARANCE**

Top Secret (Received on January, 2009 from DOD Currently on hold as not required in present position)

### **PROFESSIONAL EXPERIENCE**

**CACI International** Arlington, VA 1996-Current  
**Systems Engineer, Principal – Technical Project Manager** 2008-Current

At Business Transformation Agency (BTA) Business Enterprise Integration Services (BEIS) CACI project at Defense Finance and Accounting Service (DFAS) center at Indianapolis. The CACI Team provides technical and management support to the BEIS PMO for maintenance and enhancement of the BEIS family of financial management systems, including: Defense Finance and Accounting Service (DFAS) Corporate Database/DFAS Corporate Warehouse (DCD/DCW); Defense Departmental Reporting System (DDRS); Defense Cash Accountability System (DCAS) - Provides cash accountability and reporting, and Fund Balance with Treasury (FBWT); DCD/DCW provides a centralized repository for various types of DoD financial reference data, SFIS crosswalk capability and General Ledger Services, and a centralized data warehouse and applicable data-

Led team on several initiatives such as TRMC (Missile Range Cost Tracking), CEFT (Financial Payment Systems), Recovery Act Payments Initiative under President Obama's Openness and Transparency in Government as well as numerous smaller projects.

- ✓ As Technical Project Manager assisted Project Manager in overseeing and supporting all technical aspects of the project using disciplined engineering processes for CMMI Level 3 operation
- ✓ Supported all initiatives of the team of twenty programmers and facilitated assignment of tasks to appropriate team members
- ✓ Provide guidance, training, support and mentoring to team on options and procedures for execution of tasks
- ✓ Interface with government staff on developing requirements, needs, execution paths and timelines for various tasks

**Senior Systems Analyst/Deputy Project Manager - Project Lead Tobacco Litigation Project**  
1999-2008

Led software development and Help desk teams on the Tobacco Litigation at Washington, DC, a project of Department of Justice in close contact with Department of Justice staff co-coordinating hardware/software design, development, configuration and enhancement. Assisted Clients in analysis and development of requirements to meet project goals, provided technical direction and support to development team for achieving assigned tasks, engineered enhancement, improvements and optimization of project processes, facilitated software

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and hardware upgrade process to provide smooth transition with nominal impact. Provided direction to Help desk team. Co-ordinated development of software and training manuals. Provided training as needed.

- ✓ Involved in technical aspects for preparation of largest court filing ever produced
- ✓ Responsible for Disaster Recovery Efforts for Tobacco Projects
- ✓ Involved with Federal Secure Desktop Initiative compliance for project hardware
- ✓ Supervised staff of thirteen programmers and six help desk personnel
- ✓ Integrate with Systems team to achieve project goals
- ✓ Designed and Created Oracle Full Text searchable databases for project documents
- ✓ Designed and developed intranet to host application and case information for access by project stakeholders
- ✓ Designed and developed applications to process all case documents received
- ✓ Created custom scripts to handle special data formats and to provide custom reports as needed
- ✓ Supervised loading of processed documents, document images, document information to full text oracle databases so that they were searchable and images were viewable
- ✓ Performed QA on entire process to make sure all documents and images were available for searching within contract guidelines
- ✓ Prepared Project Archival Procedures and processes in compliance with NARA guidelines for project documents on project shutdown
- ✓ Performed Design Analysis of Hardware, Software Systems
- ✓ Performed and Monitored security Analysis of Software and Hardware systems integrating with NIST security standards and application on Hardware and Software Systems
- ✓ Responsible for ensuring Y2K compliance of software and hardware
- ✓ Technologies utilized included Perl, HTML, DHTML, XML, ASP, ADO, .NET, SQL\*Plus, Oracle Forms and Reports, Delphi, and Visual Basic. Familiar with CMMI, ITIL etc.
- ✓ Installed and configured systems at various remote locations and provided communication capability to data warehouse at Washington DC

### **CTA** Washington, DC **Senior Systems Analyst -Team Leader** 1992-1996

Lead the development team of the FAMIS (Federal Aviation Management Information System) for the General Service Administration, Aviation Division

- ✓ Supervised technical and non-technical staff in support of project initiatives
- ✓ Designed and developed FAMIS (Federal Aviation Management Information Systems Software to comply with OMB and ICAP initiatives
- ✓ Participated in ICAP (Interagency Committee on Aviation Policy to discuss improvements, suggestions, processes and methods to facilitate reporting and complying with government mandates under OMB circulars A76 and A126
- ✓ Developed Documentation, Training Manuals, and Training in software for various government organizations
- ✓ Provided Training on request to government organizations located throughout the US
- ✓ Provided Support to users of the software throughout the US
- ✓ Initiated migration of FAMIS to Oracle for real time network (dial-in) access
- ✓ Designed and developed DLMS (Demand Logistics Management System) for the General Services Administration
- ✓ Technologies utilized included Microsoft C/C++, Clipper, FoxPro, PowerBuilder, Visual Objects and Oracle with SQL\*Forms, SQL\*Reports and SQL\*Plus

### **Pan American Health Organization** **Systems Analyst**

Washington, DC.  
1991 - 1992

Worked on the AMPS Application utilized for financial planning of WHO funds in Latin American countries and over forty US regional offices

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- ✓ Developed dual language AMPS Application
- ✓ Provided training on application to users
- ✓ Provided support to users for application
- ✓ Reviewed enhancement requests and discussed needs with clients

### **Metropolitan Support Services      Columbia, MD** **Systems Manager                      1989 – 1991**

Managed IT department of small Insurance organization

- ✓ Upgraded in-house network to world class status
- ✓ Achieved connectivity between in-house novell and UNIX networks to share data
- ✓ Designed and developed in-house insurance application to facilitate generating leads, generating underwriting information, follow up notices, policy renewal notices and maintenance modules
- ✓ Designed and developed other DBMS applications as needed

### **Unisys    Tysons Corner, VA** **Programmer/Analyst                      1989 – 1989**

Responsible for supporting the Accounts Receivable (A/R) department

- ✓ Created dBase and Lotus applications in support of the A/R staff efforts
- ✓ Developed an inventory lookup system in Clipper for converting part names to their corresponding index numbers in the parts catalogue. The parts subsystem facilitated faster access to data required by the A/R staff and was used by other departments.
- ✓ Created Lotus 1-2-3 templates for financial tracking of Account receivable
- ✓ Provided Support to the Accounts Receivable (A/R) department
- ✓ Created dBase and Lotus Applications in support of A/R staff efforts

### **Cable & Wireless                              Tysons Corner, VA** **Programmer/Analyst                      1989 – 1989**

Part of team responsible for maintaining billing records

- ✓ Monitored and updated records as necessary and per customer request
- ✓ Resolved billing issues for customers

### **Innovative Printers & Publishers              Gurgaon, India** **Manager    1976 – 1989**

Responsible for entire print shop and publishing operations of firm

- ✓ Responsible for providing technical support to both corporate users and clients
- ✓ Provided support for electronic publishing and database management applications
- ✓ Worked in close contact with customers to determine requirements, needs and timelines
- ✓ Designed and developed small business accounting program for local pc supplier. The application included copyright and licensing modules so supplier could track users and provide support as necessary to licensed users
- ✓ Designed and developed Banking application for local State Bank of India Branch to facilitate balancing of daily register and tally against daily ledger
- ✓ Managed production of weekly news digest
- ✓ Upgraded form hardware by installation of latest offset and automatic equipment from manual equipment
- ✓ As manager, was responsible for daily management of day to day activities of the firm, acquiring and maintaining client base, making sure clients paid bills in a timely manner

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- ✓ Acquired several large clients included Indo-Swiss time, Purolator Filters, Bandhu Machinery, Maruti Udyog, Kegg Farms, Haryana Transport Authority(State authority) etc.

### **EDUCATION AND CERTIFICATIONS**

M.B.A. in Marketing and Finance, Delhi University, New Delhi, India, 1989  
B.S., Mathematics/Physics/Chemistry, New Delhi, India, 1976. Graduated with honors.  
PMP, Project Management Institute, Newtown Square, PA, 2005  
Novell Netware Administration, Wave Technologies, Virginia  
PureEdge Internet Forms, Concord, CA

### **PERSONAL**

I am a highly motivated individual with an indomitable drive to excel. While being detail-oriented, I also look at the big picture and thrive on challenges to make things more attractive and user friendly. I have a thirst for knowledge and am an extremely rapid thinker and achiever. I am a people person and relate well with almost everyone. My focus is on investing in people and teamwork, which I consider one the most important investment any organization can make. Throughout my life I have successfully led teams to surpass corporate goals. I am extremely well read and keep up with all the latest trends in the industry.