

# Polina Radchenko

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4 years' experience in Software Development, Testing and Analytics;  
Experience in RPA with UiPath certifications as Business Analyst and Developer;  
Extensive certification as Business Analyst;  
Excellent leadership, teamwork and time management skills proved by past projects;  
Positive, friendly person passionate about Software Development and Analytics eager to learn and grow in this area;

## Education

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James Cook University  
2018 – 2020  
Master of Information Technology  
(Business Informatics)

Saint-Petersburg State  
University  
2011 - 2015  
Bachelor of Applied Mathematics,  
Informatics and Physics

## Skills

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Experience in software development and implementation including testing and support for enterprise scale applications such as SAP ISU, CRM and Oracle etc.;  
Strong aptitude to identify, analyse and solve problems;  
Ability to provide critical analysis and conduct investigation for an occurred issue;  
Robotic Process Automation (RPA): principles, documentations, processes, analytics;  
Expertise in process documentation and requirements collection;  
Expertise in different requirements gathering techniques and methods;  
Ability to accept responsibility for own decisions and those of subordinates;  
Ability to prioritize and efficiently manage multiple assignments;  
Excel in effective and positive communications with clients and other team members;  
Data cleaning, validation, manipulation and analysis as well as visualization;  
Investigating and reporting defects and issues.

- SQL, PL/SQL, SQL server, Oracle
- PHP
- Python
- HTML, CSS
- Bootstrap
- JavaScript (inc. JQuery, Ajax)
- API Implementations (RESTful API)
- JSON
- .Net, C#
- Microsoft Office
- UiPath tools:
  - Orchestrator
  - Studio
- Microsoft Power Automate
- Atlassian tools:
  - Jira
  - Confluence
- Work with source control system experience (GitHub, BitBucket, SourceTree, etc.)

## Experience

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### Intelligent Automation Operations Analyst, Origin; November 2020 - now

#### **Achievements:**

Established system for raising tickets for easier incident's classification and documentation in order improve team efficiency;  
Established regular team meetings in order to improve communication within team;  
Documented processes and procedures as well as organised documentation in the logic order;  
Collection and management Automations Benefits data;  
Being nominated and awarded as Queensland branch IT department employee of the month by Elevate award for taking up responsibilities and showing great outcome.

#### **Responsibilities:**

Communicating with different Origin business departments to review and gather information to Identify and formulate business requirements;  
Evaluating current processes, making changes in logic or schedule to meet users' needs and improve performance;  
Communicating with developers about solutions, migrations, and requirements for the processes; to be a "bridge" between implemented processes, developers and business;  
Working within project planning constraints, communicating any identified project risks and issues to the delivery/project manager accordingly;  
Acting as a central reference and information source, providing guidance and assistance to the business in regard to automation decision making process;  
Analysing and documenting the business processes in detail where required and communicating effectively with business counterparts and stakeholders;  
Working with automation process design, test summary reports, benefit design, solution handover documentations;  
Using data to investigate and analyse current system efficiency;  
RPA development using best in class RPA tools;  
Resolving issues that arise in day-to-day operations of RPA processes and providing timely responses and solutions as required, including but not limited to:  
    Identifying issues in automations and discover the root cause,  
    Investigating and drawing conclusions from data and errors,  
    Developing and implementing solution within time sensitive matter,  
    Communication of incidents with relevant non-technical, business stakeholders,  
    Etc.;

Drive process assessments for robotics process automation opportunities, including preparation of solution documentation;  
Configure new RPA processes and objects;  
Communicate with RPA software vendor support team;

**Software developer Internship, QitPlus;  
March 2020 – August 2020**

**Responsibilities**

Communication with stakeholders;  
Collaborated with senior-level developers to develop projects for website throughout various phases of project lifecycle;  
Maintained existing code and functionality during assimilation into ongoing operations of web business;  
Worked in Agile development environment using advanced Scrum methodologies.

**Technologies**

JavaScript (jQuery, Backbone, Ajax)  
HTML5  
CSS  
SQL server  
MySQL, PL/SQL  
C#, .Net  
MVC framework  
Slack  
Work with source control system experience (GitHub)

**Tutor, James Cook University Brisbane;  
July 2019 – October 2020**

**Responsibilities**

Assisting the lecturer during tutorial and practical classes;  
Subjects:  
Database Modelling  
Advanced Databases and Applications  
Oracle – Enterprise system  
Internet Fundamentals  
Web Design and Development  
Presenting and detail explanation

**Technologies**

Oracle 12c, PL/SQL  
MySQL, MySQL Workbench  
PHP  
HTML5  
CSS  
JavaScript  
Microsoft Office

**Test Engineer – Automation Test Engineer, Coins;  
November 2016 – May 2018**

**Responsibilities**

Investigated and reported defects;  
Analysed business requirements and deconstructed them into test scenarios;  
Analysed and validated provided business data;  
Developed and maintenance automated tests;  
Communication with stakeholders.

**Technologies**

Coins script language – python  
Bash  
Linux  
Microsoft Office  
MySQL, PL/SQL  
Bug tracking system  
Work with source control system experience (BitBucket)

## References

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Dr. Paul Darwen  
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James Cook University Brisbane  
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Ravi Salunkhe  
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