

EXPERIENCE LETTER

I hereby verify that **Mr. Fahad Sarwar** has been working as a **Project Manager | Scrum Master** at **Vialogic Pvt. Ltd.** from **September '2021** to date. He joined the company as a **Jr. Project Manager**, but his abilities, expertise, and exceptional performance and attention to detail necessitated a promotion to the post of **Project Manager | Scrum Master** which he has held with utmost professionalism until now.

Some of the main job duties that he rendered during his time with us include:

- Implementation of agile methodologies using a Scrum framework
- Lead for project planning sessions and designed risk mitigation plan.
- Managed project progress and adapted work as required.
- Optimized and improved processes and the overall approach where necessary.
- Assessed each team member's performance, responsibilities, and delegated tasks.
- Provided regular reports and metrics regarding the status project's life cycle of each sprint.
- Worked closely with product management and stakeholders for project clarity, focus and projection.
- Utilizing Jira and confluence to plan and execute tasks, and documentation, respectively.

I can categorically state that it has been a pleasure having Fahad as part of our team over the last few years and he shall be sorely missed by everyone.

Fahad was found to be extremely inquisitive, punctual & hard working. Over the course of the year, he has developed his skills exponentially and is now able to meticulously plan and execute sprints. His management approach is an asset and he is able to keep the team focused irrespective of the challenges faced.

As a startup, we are constantly shifting between tools and systems to better suit the needs of the evolving service and Fahad had the ability to identify issues at an early stage and nous to not only adapt and modify the new systems but also the ability to advise on other potential options and align the team towards the new flows ensuring project deadlines are met. His team working skills and friendly nature made him a part of our organization immediately upon joining and I am certain he shall have the same impact at any other assignments he may undertake.

I, sincerely wish him all the best for his future endeavors.

Regards,

 **Vialogic Private Limited**
Director

Sheema Mubashir
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