



Raja Ponnusamy

Senior Quality Specialist

✉ raja.ponnusamy@rrd.com ☎ +91 9884493867 📍 Chennai

🔗 www.rajaponnusamy.in

📄 SUMMARY

Results-oriented with over 18 years of experience at RRD, transitioning from Graphic Design to Senior Quality Specialist and Automation Expertise. Proven track record of delivering 120+ automation and analytics solutions that significantly improved operational efficiency and resulted in an estimated savings of 200+ FTE effort.

Specialized in designing scalable workflow systems, developing high-performance dashboards, and leading end-to-end project execution—from requirement gathering to deployment. Recognized for combining technical expertise with strong project management capabilities to streamline operations, reduce manual effort, and enhance productivity across multiple business units.

📁 PROFESSIONAL EXPERIENCE

Senior Quality Specialist – RRD

May 2007 – Present

- Progressed from Graphic Designer to Senior Quality Specialist, expanding into automation and analytics leadership roles
- Led multiple automation and dashboard development projects across business units
- Designed and implemented over **120 automation tools**, improving workflow efficiency and reducing manual dependency
- Delivered scalable dashboards handling large datasets for operational and executive reporting
- Managed complete project lifecycle including requirement analysis, solution design, development, testing, and deployment
- Collaborated with global stakeholders, including **RRD** and **Williams Lea** on-site team, for automation initiatives
- Played a key role in driving digital transformation and process standardization across teams

🧩 CORE COMPETENCIES

- Project Planning & Execution
- Workflow Automation & Process Optimization
- Stakeholder & Client Management
- Data Analytics & Dashboard Development
- Continuous Improvement & Efficiency Enhancement

KEY ACHEIVEMENTS

- Successfully delivered **120+ automation and analytics projects**
- Achieved **200+ FTE savings** through process automation initiatives
- Developed enterprise-level dashboards enabling faster and more accurate decision-making

TECHNICAL SKILLS

Automation & Development: Google Apps Script, JavaScript, VBA

Data & Visualization: Looker Studio, HTML Web App, Google Sheets, Microsoft Excel

Design & Publishing Tools: Adobe Photoshop, InDesign, Illustrator, Acrobat

Web & Application Development: HTML-based Web Applications

Data Processing & Reporting: Power Query, Power Pivot, Data Modeling

PROJECT & APPLICATION EXPERTISE

- Automation solutions using Google Sheets & Apps Script
- Dashboard development using Looker Studio
- Adobe-based production and validation workflows
- Excel-based data processing and reporting systems
- HTML-based internal web applications and dashboards

EDUCATION

Higher Secondary Education St. Joseph's Matriculation Hr. Sec. School | 88%

Diploma in Printing Technology Salesian Institute of Graphic Arts | 2004 – 2007 | (First Class)

Bachelor of Computer Applications (BCA) Annamalai University (Distance Education) | 2007 – 2009

CERTIFICATES

Technical Certifications: Diploma in Computer Applications (C, C++, Java, HTML, Oracle, Visual Basic, MS Office) | Hardware Technology (System troubleshooting & assembling) | Adobe Creative Suite (Photoshop, InDesign, Illustrator, CorelDRAW)

RRD Certified Programs: iTeach, Ascend Bridge, Ignite – Blaze | iAuthor, Wings, Wings Pro | Data Studio & Pro, SuperScript, Power Up

LANGUAGES

Tamil (Native)

English (Professional Proficiency)