MAULEN CARLA TUPAS
PROJECT MANAGER / QUALITY ASSURANCE ENGINEER

CONTACT

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📍 Hacienda Balai, Quezon City, PH 1124

SKILLS

Software Testing

Project Management

Business Analysis

Hardware and Software Troubleshooting

Web Development

EDUCATION

Bachelor of Science in Computer Engineering

University of St. La Salle

2013-2018

TRAININGS/CERTIFICATIONS

Lean Six Sigma Yellow Belt Certification
Go Lean Six Sigma (GLSS)
Feb 3, 2026

Lean Six Sigma White Belt Certification
Six Sigma PH
June 25, 2024

Enterprise Design Thinking Practitioner
IBM
May 16, 2024

Automation Project Manager
UiPATH - Academy
April 12, 2024

Project Management 101
MSTConnect
January 21, 2024

Software Quality Assurance Manual Testing
MSTConnect
August 12-13, 2023

Principles of Software Testing
Phoenix One Knowledge Solutions, Inc.
June 10-11, 2019

REFERENCES

References may be provided upon request.

WORK EXPERIENCE

Project Manager

Thinkbit Solutions, Inc.   July 2025 - Present
- Organizing project team and promoting cross-functional skills
- Improving team performance and collaboration
- Balancing conflicting team priorities and evaluating team members.
- Effective facilitation of Sprint ceremonies and other meetings;
- Management of stakeholders (internal and external);
- Assisting the client in defining project scope, goals, and deliverables
- Communicating development progress to internal and external stakeholders;
- Identification and resolution of impediments (internal and external);
- Ensuring the project's success by identifying and resolving impediments.

Squad/Project Manager

Actimai Philippines, Inc.   October 2023 - July 2025

- Plan and organize project timeline to track progress.
- Assign and monitor resources to ensure project efficiency and maximize to meet the client's deliverables and expectations.
- Report project outcomes and/or risks to the appropriate management channels and escalate issues, as necessary, according to project work plan.
- Conducts and lead Daily Stand Up, Sprint Planning and Sprint Retrospective.
- Lead the project team to meet the project deliverables on time.
- Attending Deep Dive sessions to do appropriate verification to manage changes in project scope, schedule and project costs.
- Conducts system analysis and software testing for an internal web application and discuss it with the development team.
- Review Automation Design Document (ADD) to make sure all requirements are covered based on the discussed scope during deep dive sessions.
- Manage the relationship with the client and stakeholders.
- Communicate with engineers daily to check for any blockers.
- Review Test Plans to assure it includes the validation of the project objectives.

Quality Assurance Engineer

Actimai Philippines, Inc.   April 2022 - October 2023

- Create detailed, comprehensive and well-structured test scenarios and test cases.
- Executes manual testing, smoke testing and thorough regression testing.
- Conducts system analysis and discuss it with the development team.
- Leads and creates test scripts for the automation testing.
- Analyze and document bugs found during testing.
- Recommend improvements in software to enhance user experience.
- Works closely together with the development team to enhance and improve programs.
- Verify that the final product meets the requirement.
- Communicates with clients for the UAT.
- Edit and Review User Manual and Functional Specification Document (FSD).

MIS Supervisor

Solid Firmament Construction Inc.   April 2021 - April 2022

- Officer In Charge of the Department.
- Conducts system analysis and develop in Laravel customize software for the company.
- Technical Support of SAP.
- Conducts training to employees for new software.
- Provides software and technical support.
- Prepares documentation for the newly implemented software.
- Conducts Software Testing for the newly implemented software.
- Implemented HRIS System (People Navee).
- Works with management for needed support.
- Approves purchase of software and IT Equipment.

MIS Staff II

Woodfields Consultants Inc   September 2019 - April 2021

Jr. Software Engineer

Woodfields Consultants Inc   June 2018 - September 2019