

KUMARAN D

Business Analyst

CONTACT

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Chennai

CORE COMPETENCES

- Business Analysis Planning and Monitoring
- Elicitation and Collaboration
- Requirements Lifecycle Management
- Requirement Analysis and Design Definition
- Strategy Analysis
- Solution Evaluation
- Stakeholder management
- Project management

TECHNICAL SKILLS

- Documentation Tools: MS Suite.
- Prototyping & Wireframe Tools: Axure & Balsamiq
- Modeling Tools: MS Visio, Draw.io.
- Database: SQL
- Project Management tool: JIRA
- Reporting Tools: Power BI, Tableau

DOMAIN KNOWLEDGE

- SCM
- CRM
- E-COMMERCE

EDUCATION

- Master of Business Administration
- Bachelor of Engineering

CERTIFICATES

- Certified IT – Business Analyst IIBA [EEP]

LANGUAGES

- English
- Tamil

CAREER OBJECTIVE

A results-driven experienced Business Analyst with over 5 years of relevant expertise in delivering digital transformation and process optimization across Supply Chain Management, Procurement, and Content Management domains, backed by a total of 14 years of industry experience. Demonstrated proficiency in both Agile and Waterfall methodologies, with a strong focus on stakeholder engagement, domain analysis, and translating business requirements into impactful technical solutions. Skilled in collaborating with cross-functional teams to drive value-centric outcomes.

PROFILE SUMMARY

- In-depth knowledge of SDLC in various phases (i.e., **Waterfall & Agile**).
- Proficient in **Waterfall Model**: Gathered requirements using Elicitation Techniques and prepared **BRD, FRD, SRS, RACI Matrix, BCD**, created **UML Diagrams** and Prototypes, and tracked requirements through **RTM**. Well-versed with **UAT** and handling Change Requests.
- Expert in **Agile Scrum**: Creation of user stories and added **Acceptance Criteria, BV & CP, maintained Sprint & Product Backlogs**, conducted Sprint Meetings, used **Burndown Charts**, and ensured **Definition of Ready and Definition of Done**.
- Implemented internal **Supply Chain strategies** to ensure high delivery and short lead times.
- Consistently exceeded desired service levels and inventory targets for assigned products, validated through procurement metrics.

WORK EXPERIENCE

Wipro

Designation : Senior Executive

Dec 2021–Present

Project: CMS Application Development & Maintenance Project [Agile]

Technology:HTML5, CSS3, JavaScript

Role : Subject Matter Expert

Tools : SQL, JIRA,SCRUM,Power BI

Project description

The CMS application is a centralized digital platform designed to streamline order management for buying fashion, cosmetics, and household items from multiple suppliers. It enables procurement teams and category managers to manage product content, supplier catalogs, and purchasing workflows efficiently.

Responsibilities:

- Provide deep domain knowledge and expertise related to the project's subject matter.
- Assist in clarifying requirements and ensuring a shared understanding of the domain among team members.
- Collaborate with the product owner and business analysts to analyze and refine user stories or requirements.
- Validate that user stories accurately reflect business needs and are feasible from a technical and domain perspective.
- Participate in grooming sessions to refine user stories and acceptance criteria.
- Clarify doubts, provide additional context, and assist in breaking down larger stories into smaller, manageable tasks.
- Work closely with the product owner and the team to define clear and testable acceptance criteria for user stories.
- Ensure that acceptance criteria align with business goals and are achievable.
- Share domain knowledge with team members to enhance their understanding of the project's context.
- Work closely with developers to answer questions, resolve issues, and provide guidance during the implementation of user stories.

■ Hatsun Agro Product Ltd

Designation : Purchase Officer

Apr 2018 – Dec 2021

Project:Enterprise Procurement Management System

Technology:CSS3, JavaScript,MongoDB

[Waterfall]

Role : Business Analyst

Tools:Microsoft project,Gann Chart,
MSExcel,Powerpoint,

Project description

The Enterprise Procurement Management Application is a comprehensive digital platform designed to automate and streamline procurement processes across the organization. It facilitates the end-to-end procurement lifecycle, including purchase requisitions, approvals, supplier onboarding, purchase order creation, invoice management, and compliance tracking.

Responsibilities:

- Collaborated with stakeholders (procurement team, finance, legal, vendors) to elicit, document, and analyze business requirements, ensuring alignment with procurement goals and compliance needs.
- Analyzed current procurement workflows, identify inefficiencies or gaps, and defined optimized future-state processes through process maps, flowcharts, or use case models.
- Translated business needs into clear Functional Requirement Documents (FRDs) or User Stories with detailed acceptance criteria to guide development teams.
- Act as a bridge between business stakeholders and technical teams, ensuring requirements are well understood and consistently aligned throughout the project lifecycle.
- Provided input on the design of user interfaces for procurement modules, helping to validate mockups or wireframes for ease of use and alignment with procurement workflows.
- Defined test scenarios, coordinate User Acceptance Testing (UAT) with end users, capture feedback, and ensure final delivery meets business expectations.
- Responsible for implementing internal procurement strategies to cater to high delivery and short lead time requirements
- Worked closely with the Procurement Manager and internal teams to support data-driven decisions through timely submission of daily and monthly operational and analytical reports.

■ Michelin India Pvt Ltd

Designation : Operating Engineer–Warehouse

JUN 2016 – APR 2018

Responsibilities:

- Handled warehouse/store operations and material management.
- Managed incoming and outgoing materials.
- Coordinated with planning to ensure material availability.
- Created GRNs in ERP systems.
- Managed inter-warehouse stock transfers.

■ Flextronics Technologies

Designation: Supervisor – WIP

APR 2015 – JAN 2016

Responsibilities:

- Supervised material flow between stores and production.
- Ensured FIFO handling and schedule adherence.
- Maintained inventory records and stock movements.
- Improved logistics by identifying value-added and non-value-added activities.

■ NEC India Pvt Ltd

Designation: Technician – Stores Control

OCT 2012 – APR 2015

Responsibilities:

- Managed inward/outward stock and ensured invoice compliance.
- Performed stock registration and implemented bin card system.
- Oversaw material storage and put-away processes.

■ Run Service Infocare Pvt Ltd

Designation: Probationary Engineer–Service and Support

JUN 2010 –AUG 2012

Responsibilities:

- Handled receipt, inspection, and documentation of warranty-held mobile phones from PAN India hubs.
- Coordinated job card creation and WO assignment for seamless production servicing.
- Managed dispatch and invoicing of serviced units to respective hubs.
- Performed L4-level servicing and resolved undocumented technical issues in Sony Ericsson devices.