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Core competences: -

- Business Analysis Planning and Monitoring.
- Elicitation and Collaboration.
- Requirement Life cycle Management.
- Requirement Analysis and Design Definition.
- Strategy Analysis
- Solution Evaluation
- Stakeholder management
- Project management

Technical skills

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

Education: MBA in finance (2024-2025)

Certificates:-

Certified IT – Business Analyst IIBA [EEP]

Soft skills: -

Strong communication skills, active listening, problem solving, crucial thinking, and decision making.

Language:-

English, Hindi, Marathi

Career object: -

A highly motivated and detail oriented MBA graduates with a strong business analysis, **SDLC** and project methodologies like **Agile** and **waterfall**. Seeking an entry-level **Business Analyst** position to leverage my analytical skills, understanding of business process and knowledge of tools like **Balsmiq, MSVISIO, SQL**, and eager to contribute to organizational growth while continuously learning and evolving in a dynamic work environment.

Profile summary: -

- In depth knowledge of **SDLC** in various phases (i.e Waterfall & agile)
- Proficient in **Waterfall model**, Gathered requirement using Elicitation Techniques and prepared **BRD, FRD, SRS** prepared **RACI Matrix**, created **UML diagrams** and prototypes and requirement tracking through **RTM** versed with UAT handling Change Request.
- Expert in **Agile scrum** Creation of **user stories** and added acceptance criteria, BV & CP, sprint & product backlog conducted various **Sprint meetings**, sprint & product burndown charts and ensured DOR and DOD checklist.

Project 1:- My billing software |Agile|

Project description:-

- Invoice management automatic invoice generation with tax, item details.
- Customer information handling
- Multiple payment option like cash, card, UPI wallet, and part payment.
- Responsive and user-friendly UI for intuitive for desktop and tablet user.
- Product/service catlog management for add, update or remove product with pricing a stock level.
- Generate and print invoices directly from th software.
- Notify customer via SMS/Email for better customer experience.

Role:-BA

Responsibilities :

- Conducted **requirement gathering** session with stakeholders to understand billing needs.
- Maintained and prioritized the **product backlog** in collaboration with the product owner.
- Created **user stories** and managed the product backlog as part the Agile team.
- Designed **process flow diagrams** and created different user stories with **acceptance criteria**.
- Tracked **sprint** progress using tools like **JIRA** and ensured timely delivery of **sprint goals**.

Project 2:- Quickbite (waterfall)

Project description:-

- Menu creation with images,price and availability.
- Order preparation time management.
- Secure login and session management.
- Multiple payment option (COD, UPI, Wallet, Card)
- Restaurant on boarding and profile management.

Role:-Business analyst

Responsibilities:-

- Interacted with stakeholders to gather and document **business requirement**.
- Prepared comprehensive document like **BRD, FRD, SRS**
- Created **use case diagrams**, process flow chart, and **data flow diagrams**.
- Ensuring traceability between business requirement and **functional requirement**.
- Communicated requirement clearly to the development team and **QA** for better implementation.