SARATH GURU RAJ A.V.R
BUSINESS ANALYST

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CAREER OBJECTIVES

To pursue a professionally satisfying and challenging career to leverage my business analytical skills in identifying business needs, analysing data and recommending solutions to render organisational growth with the 2.1 years experience in chemical industry out of which I have act as an business analyst for 1.8 years and develop BA knowledge and skills with proficiency in requirements analysis, creating functional specifications, documentations, agile methodologies and collaboration with cross functional teams enabling businesses to streamline operations and enhance efficiency also which aims to contribute to impactful projects that enhance business performance and scalability.

CORE COMPETENCIES

- 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, Lucidchart
- **Database:** SQL
- **Project Management tool:-** JIRA
- **Reporting Tools:** Power BI

SOFT SKILLS

- Problem Solving
- Effective Communication
- Adaptability
- Leadership
- Teamwork
- Time Management
- Analytical Thinking

EDUCATION

- **Bachelor of Technology in Chemical Engineering**
  Amrita Vishwa Vidyapeetham, Coimbatore (2022)
  CGPA: 7.65/10
- **HSLC in Computer Science**
  Senthil Public School ,Salem (2018)
  Percentage: 75%

CERTIFICATIONS

- Certified IT – Business Analyst IIBA [EEP]
- Online Internship in Microsoft Power BI at pWc

ACHIEVEMENTS

- Conducted high-impact Power BI workshops, training over 50 employees in data visualization and dashboard creation.
- Awarded Best Process Optimization Initiative, leading to a 20% increase in operational efficiency

LANGUAGES

- English
- Telugu
- Tamil
- Hindi

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 requirements tracking through **RTM** well versed with **UAT** handling **Change Request**.
- Expert in **Agile Scrum**: Creation of **user stories** and Added **Acceptance Criteria, BV & CP**, **Sprint & Product Backlogs** conducted various Sprint Meetings; Sprint & Product Burndown charts ensured **DOR** and **DOD** checklist.
- Proven ability to identify process bottlenecks, implement automation, and optimize workflows, leading to cost savings and improved productivity across business operations.
- Skilled in defining and tracking key performance indicators (KPIs), creating actionable insights, and continuously refining business processes to improve efficiency and scalability.

EXPERIENCE

SENIOR ENGINEER,
Chemplast Sanmar Limited   July 2023 - June 2024
Role: Business Analyst
Project 1: Chemical Equipment Project Management Application
Project Description: Developed a real-time project tracking system to enhance transparency, automate reporting, and improve on-time project completion. Integrated AI-powered alerts and interactive dashboards, enabling proactive decision making and reducing manual reporting efforts.

- Led the development of a **Chemical Equipment Management System** by collaborated with product owner and production teams, reduce equipment downtime by **40%** through proactive maintenance tracking.
- Conducted multiple **requirement gathering workshops and brainstorming sessions** with production, maintenance, and quality teams to define system objectives.
- Defined user stories and acceptance criteria to guide the development of core functionalities, including real-time equipment tracking and predictive maintenance alerts using **JIRA** tool.
- Developed **Power BI dashboards**, reports and **SQL queries** for real-time monitoring of equipment status, maintenance schedules, and compliance tracking, improving decision-making by **30%**.
- Collaborated with Product Owner and Scrum Master for BV and CP. and assisted the Product Owner for the creation of **DOR** and **DOD** checklist.
- Conducted extensive testing (**UAT**, **system testing**, and **regression testing**) before deployment to ensure system reliability.
- Participated in sprint ceremonies to remove road blocks in the project and generated Sprint, **Product Burn down/Burn up charts** to track the project progress.
- Developed high quality documentation to support training efforts and provided hands-on training sessions for end users, achieving a 100% adoption rate within the first phase of implementation.

ENGINEER,
Chemplast Sanmar Limited   Oct 2022 - Jun 2023
Role: Business Analyst
Project 2: Project Progress Tracking Feature in Sparsh Application
Project Description: Designed a cloud-based project management application to streamline chemical equipment tracking, maintenance scheduling, and cross-functional collaboration. Implemented predictive analytics to reduce downtime and automated workflow approvals, cutting processing time.

- Collaborated with key stakeholders to gather and analyse business requirements for process optimization by conducting requirement elicitation sessions to define project needs and success metrics.
- Conducted Enterprise analysis under the assistance of senior BA in creating a **Business Case Document**, conducted stakeholder analysis and prepared **RACI matrix**
- Provided real time insights using SQL queries and customized dashboard in Power BI, on project progress and resource utilization.
- Converted **BRD** into **FRD** along with technical teams , also prepared **SRS** document and developed wireframes and process flows diagrams using **Visio** and **Balsamiq** to visualize project outcomes improvements before development.
- Collaborated with the development team to integrate automated alerts for milestone achievements, leading to a 15% increase in adherence to project deadlines.
- Participated in product planning and assisted User Acceptance Testing and quality checks with project teams, ensuring functionality met business requirements with **99%** accuracy.
- Created and maintained a **Requirement Traceability Matrix (RTM)** to ensure every requirement was met in the final product.
- Worked with cross-functional teams to implement streamlined project management with effective communication and collaboration to bring data-driven solutions for **Chemical equipment tracking**