

Kalyani Satish Shelke

Hyderabad | Email: Kalyanishelke2023@gmail.com | Phone: 7447868559

Career Objective

An ardent and solution-driven Business Analyst with 1 year of experience, adept at independently leading projects in the IT domain. Proficient in requirement lifecycle management, stakeholder collaboration, and solution evaluation to drive business success.

Core Competencies

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

Technical Skills

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

Profile Summary

- In-depth knowledge of SDLC in both Waterfall and Agile methodologies.
- Proficient in Waterfall Model: Requirements gathering, BRD, FRD, SRS, RACI Matrix, BCD, UML Diagrams, Prototypes, RTM, UAT, and Change Request handling
- Expert in Agile Scrum: User stories, Acceptance Criteria, BV & CP, Sprint & Product Backlogs, Sprint Meetings, Burn-down charts, DOR and DOD checklist adherence

Professional Experience

Jocata - Business Analyst (Jan 2024 -Present)

Project 1: BOB Kisan Credit Card Loan

Methodology: Agile | **Tools:** SQL, JIRA, SCRUM, Power BI, Tableau

Description: The BOB Kisan Credit Card (KCC) Loan is a financial product offered by the Bank of Baroda (BOB) to provide short-term credit to farmers for agricultural and allied activities

Responsibilities:

- Conducted Enterprise Analysis and created Business Case Document.
- Gathered requirements and created BRD, FRD, and SRS documents.
- Created UML diagrams and wireframes using MS Visio, Balsamic, and Azure.
- Maintained RTM and supported UAT with test cases.

Project 2: SMFG PAYTM Personal Loan

Methodology: Waterfall | **Tools:** SQL, JIRA, SCRUM, Power BI, Tableau

Description: The SMFG Paytm Personal Loan is a digital loan service provided by SMFG India Credit in partnership with Paytm

Responsibilities:

- Gathered requirements using elicitation techniques.
- Created user stories with acceptance criteria and used JIRA for backlog management.
- Prioritized requirements using Moscow and FURPS techniques.
- Collaborated on DOR/DOD checklist and sprint ceremonies.
- Generated Sprint and Product Burn-down/Burn-up charts.
- Participated in planning and UAT phases.

Soft Skills

- Time Management
- Communication
- Adaptability
- Problem-Solving
- Teamwork
- Leadership
- Creativity

Education**MBA (HR, IT)**

Renaissance Institute of Management, Chandrapur - 2024

Languages

- English
- Hindi
- Marathi

Certifications

- Certified IT-Business Analyst from COEPD (IIBA-EEP)