ASHAY PILLEWAN

BUSINESS ANALYST

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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.
- Database: SQL
- Project Management tool:- JIRA
- Reporting Tools: Power BI, & Tableau
- Confluence
- Postman

Domain Knowledge

- Artificial Intelligence
- Payments
- Construction & Utilities
- Supply Chain
- CRM

Education

MBA General Management, SPJIMR

Certificates

- Certified IT – Business Analyst IIBA [EEP]
- Certified Agile Professional (Scrum Master & Product Owner Trained), COEPD
- AIML Foundation, SPJIMR
- Scrum Fundamental Certified SFCTM, COEPD
- Jira Project Management, COEPD
- Microsoft Power BI, Simplilearn
- Tableau, COEPD

Awards/Achievements

- Best Project, BCG 2024
- MBA Dean Top 3 Merit, 2023
- Best Employee 2015

Languages Proficiency

- English
- Hindi

Career Objective

Business Analyst and AI/ML enthusiast with over 9 years of industry experience, including, relevant 7+ years in Business Analysis and Pre-Sales. Adept at translating business goals into actionable solutions, managing the full SDLC, and writing detailed BRDs/FRDs to support development teams. Proficient in Agile (Scrum, SAFe), Kanban, and Waterfall methodologies.

Profile Summary

- In-depth knowledge of SDLC in various phases (i.e., Waterfall & Agile)
- Proficient in **Waterfall Model**: Gathered requirements using **Elicitation Techniques**, prepared **BRD, FRD, SRS**, created **RACI Matrix, BCD, UML Diagrams**, and **Prototypes.** Managed **RTM and UAT**, handled **Change Requests**.
- Expert in **Agile Scrum**: Created **user stories**, added **Acceptance Criteria, BV & CP**, and managed **Sprint & Product Backlogs**. Conducted **Sprint Meetings**, and tracked **Sprint & Product Burndown charts**. Ensured **DOR & DOD** checklist.
- Skilled in Designing **Corporate and Business Strategy**: Expertise in aligning corporate and **business strategies** to **drive growth**.
- **Financial Analysis**: Strong in **budgeting**, **forecasting**, and **performance analysis** to support strategic decisions.

Experience

Colliers, India   **2019-Present**

Manager
Project - Co-Gence (Agile)
Technology - .NET
Tools - Jira, Confluence, Git, Azure

Project Description -

Co-Gence, developed by Colliers in collaboration with Six Thirty, is an AI-driven platform designed for construction management. It utilizes Artificial Intelligence, Gen AI and Machine Learning algorithms to process real-time data, including point cloud scans and imaging, to detect construction anomalies and generate high-precision quality reports

SME Roles & 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** 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.
- Work closely with developers to answer questions, resolve issues, and provide guidance during the implementation of **user stories**.
- Assist in the development of **test cases** and **scenarios** based on domain knowledge.
- Collaborate with the testing team to ensure that **test cases** cover all relevant aspects of the system.
- Provide feedback during **sprint reviews** and **retrospectives** to help the team improve its processes.
- Identify potential risks or challenges related to the domain and work with the team to develop **mitigation strategies.**

Project - Co-Pro (Agile)
Technology - Java
Tools - MSP, Jira, Git
Project Description -

Co-Pro is a cloud-based document depository and workflow automation system developed by Colliers. It streamlines the management, storage, and approval processes for critical business documents.

BA Roles & Responsibilities:

- Interacted with the stakeholders and **gathered requirements** by using various **elicitation techniques.**
- Created **user stories** with appropriate **acceptance criteria** with the assistance of the **Product Owner**. Added user stories into **product backlog** using the JIRA tool.
- Prioritized and validated the requirements using **Moscow and FURPS** technique, added user stories to **sprint backlog** based on prioritization order.
- Collaborated with **Product Owner** and **Scrum Master** for **BV** and **CP** and assisted the **Product Owner** for the creation of **DOR** and **DOD** checklist.
- Participated in sprint ceremonies to remove road blocks in the project.
- Generated **Sprint, Product Burn down/Burn up** charts to track the project progress.
- Participated in **product planning** and **UAT** to successfully deliver each sprint component.
- Monitored financial aspects by tracking budgets and ensuring appropriate resource allocation.
- Assisted the Testing Team by preparing **Test Case Scenarios** and ensuring successful **UAT** completion.

Service & Trade, Muscat   2017-2019

Project Co-ordinator
Project - PropTech (Waterfall)
Technology - Java
Tools - Jira, MSP

Project Description -

Prop-Tech is a software solution designed to streamline supply chain management and automate purchase order (PO) generation. It simplifies procurement processes, enhances efficiency, helps businesses reduce manual errors, optimize workflows.

Roles & Responsibilities:

- Conducted **Enterprise Analysis** and, with senior BA guidance, created a **Business Case Document**, performed **Stakeholder Analysis,** and developed a **RACI Matrix** for role definition.
- Gathered business requirements using **Elicitation Techniques** and created a **Business Requirements Document (BRD).**
- Translated **BRD to Functional Requirements Document (FRD)** and worked with the technical team to prepare the **SRS Document**.
- Created **UML diagrams** and **wireframes using MS Visio, Balsamiq, and Axure** to visually represent requirements.
- Maintained **Requirements Traceability Matrix** (RTM) throughout the project to track deliverables.
- Managed time and risk by monitoring timelines, identifying risks, and implementing mitigation strategies.

Inox, India   2015-2017

Pre-Sales Analyst
Roles & Responsibilities:

- Conducted requirement gathering sessions, performed Gap Analysis, and managed Change Requests throughout the project.
- Delivered comprehensive Functional and Business Requirement Documents (FRD, BRD), UML Diagrams, Use Cases, and Training Documents for team alignment.
- Managed pre-sales activities, including proposal preparation and responding to RFIs/RFQs for international utilities.
- Created efficient project schedules and deployed resources to ensure zero impact on the critical path.

Godrej Interio,   2013-2015

Pre-Sales Analyst
Project - High-Rise ERP
Technology - Java
Tools - Jira, MSP

Project Description -

Highrise is an advanced Construction ERP software designed to streamline the process of preparing budgetary estimates for fit-out projects. It enables construction teams to quickly generate accurate cost estimates, improving project decision-making.

Roles & Responsibilities:

- Led the implementation of Highrise ERP, managing migration from BaaN to Infor LN, covering all project phases from requirement gathering to postimplementation testing.
- Produced critical project documentation (FRD, BRD, UML diagrams, use cases, training materials) to ensure smooth knowledge transfer and system adoption.
- Applied MOSCOW and Business Value prioritization techniques to align deliverables with business objectives.
- Spearheaded pre-sales activities, including proposal development and responding to RFIs/RFQs.