VISHAL SINGH

CONTACT

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📍 Pune, Maharashtra

CORE COMPENTENCIES

- ·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

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 (Finance)
- B.Com.

CERTIFICATES

- Certified IT – Business Analyst IIBA [EEP]

SOFT SKILLS

- Time Management
- Adaptability & Flexibility
- Problem Solving
- Collaboration & Team Work

LANGUAGES

- English
- Hindi

CAREER OBJECTIVE

Aspiring Business Analyst with an MBA in Finance, eager to apply my knowledge of data analysis, and business processes to support strategic decision-making. Looking for an opportunity to work with cross-functional teams, analyze business requirements, and enhance operational efficiency

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 prepared 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.

PROJECTS

Project Name: BHFL Customer Support   **Methodology: Agile**
Tools Used: JIRA, SCRUM, POWER BI   **Role:** Business Analyst
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.

Project Name: PENNANT APP   **Methodology: Waterfall**
Tools Used: MS VISIO, BALSMIQ   **Role:** Business Analyst
Responsibilities:

- Conducted Enterprise Analysis and under the assistance of a senior BA in creating a Business Case Document, conducted Stakeholder Analysis, and prepared RACI Matrix.
- Gathered requirements from business heads using Elicitation Techniques and created a Business Requirements Document (BRD).
- Translated BRD into Functional Requirements Document (FRD), Collaborated with the technical team, and prepared SRS Document.
- Created UML diagrams and wireframes to visually represent requirements using MS Visio, Balsamiq, and Axure.
- Created and maintained RTM throughout the project.
- Assisted in Testing Team by preparing Test Case Scenarios and ensured the UAT was successful.

WORK EXPERIENCE

Bajaj Housing Finance Ltd.   NOV 2024 - Present
Credit Officer

- Analyzing the financial statements of small businesses to assess client eligibility and conducting personal discussions with clients.
- Preparing underwriting documentation.