

JANHAVI KARIA

kariyajhanvi@gmail.com | + 917522971972 |
linkedin.com/in/JhanviKaria

Career Objective:

To secure a position as a Business Analyst where I can effectively gather and analyze requirements, collaborate with teams, and contribute to delivering impactful business solutions.

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.

Education :

- **B.E (Artificial Intelligence & Data Science)**
2021 - 2024
- **Diploma (Information Technology)**
2018 - 2021

Core competences:

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

Certifications –

- IIBA Certification in Business Analysis (COEPD)
- SQL Certification (Hacker Rank)

Soft skills :

- Communication Skills
- Analytical Thinking
- Problem-Solving
- Teamwork & Collaboration

Projects :

Project 1 - Luroxa E-commerce Application - Agile

Description - Luxora e-Com is an agile e-commerce platform designed to enhance the online shopping experience. It streamlines product discovery, offers personalized recommendations.

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 2 – Airline System - Waterfall

Description - The Airline System is a comprehensive platform designed to automate flight booking, payment processing, and customer data management. It ensures a seamless and efficient experience for both passengers and airlines.

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