

Name: Sreevidya L N Sharma

Mobile : +91 9035110130

Email: sreevidyalnsharma99@gmail.com

Place: Bengaluru, KA, INDIA

LinkedIn ID: www.linkedin.com/in/sreevidyalnsharma

Core competences:

- 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 7.0 & Balsamiq
- Modeling Tools: MS Visio
- Database: SQL
- Project Management tool:- JIRA
- Reporting Tools: Power BI, & Tableau.
- Other tools : SAP (FI/CO) VMware

Domain knowledge:

Finance / Audit

Career object:

A Post graduate with a background in Commerce /Finance and also having experience of conducting parallel BA Activities during my tenure as an Audit Associate for 1.6 years at a BIG 4 , I aim to leverage and develop my analytical, problem-solving, and communication skills to contribute to data-driven decision-making and enhance business performance.

Profile summary:

- In-depth knowledge of SDLC in various phases (i.e waterfall & agile)
- Proficient in **Waterfall Model**: Acquainted with Gathered requirements using **Elicitation Techniques** and preparing **BRD, FRD, SRS** documents and also **RACI Matrix**, BCD, created **UML Diagrams** (Flowcharts) using **Visio** and **Prototypes** and requirements tracking through **RTM** well versed with **UAT** handling **Change Request**.
- Proficient in **Agile Scrum**: Creation of **user stories** and Adding **Acceptance Criteria, BV & CP, Sprint & Product Backlogs**. Acquainted about various **Sprint Meetings; Sprint & Product Burndown charts** ensuring **DOR** and **DOD** checklist.
- **KPMG** - Supported audit Offshore team in KPMG Canada by ensuring accuracy and consistency in financial statements.
- **TWOSS** - Contributed to recruitment of a resource in less than amonth in the company as a Business Development Associate.

Total Work exp: 1.8 years

Company name :- TWOSS

|Duration| (2 months)- December 2024 – February 2025

Designation: Business Development Associate (BDA)

Project 1: LMS (Lead Management system) |Agile|

Project description: To create a company custom Lead Management System (LMS) for employees to access and keep track of all the Leads Generated, calls made and Profilings done of the candidates.

Role:- Business Analyst

Responsibilities:

- Discussed with Product Owner about the proposed software.
- Collaborated on creating of user stories.
- Estimated BV , CP values to create a backlog on JIRA.
- Contributed to recruitment of a resource in less than a month in the company fulfilling the criteria of Business Development Trainee (BDT) to become a full fledged Business Development Associate (BDA)
- Company ceased operations in Feb 2025 due to compliance issues and bankruptcy.

Education:

M.COM - Finance and Accounting
2020 – 2022

Certificates:

- Certified Business Analyst from COEPD (IIBA Endorsed Education Provider)
- SAP FI/CO ERP (ECC 6.0)

Soft skills:

- Communication.
- Adaptability
- Problem Solving
- Collaboration Talent
- Collaboration talent
- Organizational Know - How

Languages known:

- English
- Kannada
- Telugu
- Hindi

Company Name : KPMG Global Services (KGS)

| Duration | - July 2022 – February 2024

Designation: Audit Associate 1

Project name: KCW (KPMG Clara Workflow) | Waterfall |

Project description: To be able to make KPMG's global smart audit platform designed to enhance audit quality, efficiency, and collaboration through advanced technologies. To perform end to end audit consistently.

Role:-Business analyst

Responsibilities:-

1. Assisted the project team by helping them model the data with the help of ET (Engagement Team) to make it viable for the auditors to perform audit activities.
2. With the help of Visio, created flowcharts to indicate the flow of activities which helped to reduce anonymity in the paragraphs of requirements provided by the ET so that the sequence or chronology of activities is more precise and clear.
3. Also, I have created mockups and prototypes of KCW Software during my tenure in KPMG.
4. Supported audit team in Canada by ensuring accuracy and consistency in financial statements.
5. Demonstrated strong knowledge of Advanced Excel while working on JE Completeness and Testing and GL Formatting.
6. Also, possess experience in creation of General Ledger Accounts and Balances using the Trial Balances provided.
7. Received positive feedbacks from the Onshore Engagement Teams for completing audit procedures of International and Banking Clients with a focus on quality.