

Bhavana Padol

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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

- Wireframes & Prototyping Tools: Balsamiq
- Modeling Tools: MS Visio.
- Database: SQL
- Project Management Tool: JIRA
- Reporting Tools: Power BI, & Tableau.

EDUCATION:

BE (Mechanical Engineering)

P.E.S. Modern college of Engineering, Pune
(7.24 CGPA) June 2024

CERTIFICATES:

Certified IT – Business Analyst IIBA [EEP]

AWARDS/ACHIVEMENTS:

Patent: AI Based Traffic Light for Guiding Vehicle Traffic

SOFT SKILLS:

- Analytical Thinking
- Communication
- Problem-Solving
- Critical Thinking
- Decision Making
- Attention to Detail
- Time Management
- Team Collaboration
- Adaptability
- Teamwork

LANGUAGE: English | Hindi | Marathi |

CAREER OBJECTIVE:

Aspiring Business Analyst with an Engineering background and Practical knowledge of Business Analysis techniques and tools. Passionate about transforming business needs into actionable solutions through effective requirement gathering and stakeholder collaboration. Seeking an opportunity to contribute to impactful digital projects.

PROFILE SUMMARY:

- Good understanding of **SDLC** methodologies including **Waterfall** and **Agile (Scrum)** frameworks with practical project exposure.
- Proficient in preparing **BRD, FRD, SRS, RACI Matrix, RTM**, and creating **UML diagrams** and **wireframes** using tools like **Visio** and **Balsamiq**.
- Skilled in eliciting, analysing, and documenting requirements through **interviews, workshops, and document analysis**.
- Hands-on experience in **Agile** practices: writing **user stories**, adding **Acceptance Criteria**, conducting **Sprint Planning**, and maintaining **Product Backlog**.
- Familiar with supporting **UAT**, handling **Change Requests**, and using tools like **JIRA, MS Excel**, and **Power BI** for tracking and reporting.

PROJECTS:

1. **Project Name:** E-Commerce Solution for Customer & Order Management [Agile]

Project Description: An online customer and order management system enabling seamless user registration, order placement, real time tracking, and item-wise processing, replacing manual handling with automated workflows for improved efficiency and accuracy.

Role: Business Analyst

Responsibilities:

- Involved in Creating **user stories**.
- Assisted in Creation of **DOR** and **DOD** checklist.
- Participated in **sprint ceremonies**
- Generated **Sprint Burndown Chart** using **JIRA** tool

2. **Project Name:** Railway Reservation System: Ticket Booking & Cancellation [Waterfall]

Project Description: A web-based Railway Reservation System enabling real-time ticket booking, seat availability checks, and automated cancellation and refund processes for both i-tickets and e-tickets to enhance user experience and operational efficiency.

Role: Business analyst

Responsibilities:

- Gathered **business requirements** and documented them in the **Business Requirement Document (BRD)**
- Designed **process flow diagrams** and **use case diagram** using **MS Visio** to visualize booking and cancellation workflows.
- Designed **wireframes** using **Balsamiq** tool
- Involved in creating **Use case Specification** Document
- Participated in creation of **RTM**