

JANHAVI KARIA

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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

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. The platform aims to improve customer satisfaction and drive business growth through seamless user interactions.

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 by providing real-time availability, secure transactions, and streamlined operations.

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