Kalyani Satish Shelke

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Career Objective

An ardent and solution-driven Associate Business Analyst with 1 year of experience, adept at independently leading projects in the IT domain. Proficient in requirement lifecycle management, stakeholder collaboration, and solution evaluation to drive business success.

Core Competencies

Business Analysis Planning and Monitoring | Strategy Analysis | Elicitation and Collaboration | Solution Evaluation | Requirement Lifecycle Management | Stakeholder Management | Requirement Analysis and Design Definition | Project Management

Technical Skills

Documentation: MS Suite **|** Prototyping: Axure, Balsamiq | Modeling Tools: MS Visio, Draw.io | Database: SQL | Project Management: JIRA | Reporting: Power BI, Tableau

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.

Professional Experience
Jocata (Jan 2024 -Present)
Designation- Associate Business Analyst

Project 1: BOB Kisan Credit Card Loan

Methodology: Agile | **Tools:** SQL, JIRA, SCRUM, Power BI, Tableau
Description: The BOB Kisan Credit Card (KCC) Loan is a financial product offered by the Bank of Baroda (BOB) to provide short-term credit to farmers for agricultural and allied activities

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: SMFG PAYTM Personal Loan

Methodology: Waterfall | **Tools:** SQL, JIRA, SCRUM, Power BI, Tableau
Description: The SMFG Paytm Personal Loan is a digital loan service provided by SMFG India Credit in partnership with Paytm
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.

Soft Skills

Time Management | Communication | Adaptability | Problem-Solving | Teamwork | Leadership | Creativity

Education

MBA (HR, IT)
Renaissance Institute of Management, Chandrapur - 2024

Languages

English | Hindi | Marathi

Certifications

- Certified IT-Business Analyst from COEPD (IIBA-EEP)