

Srividya Murugan

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Professional Summary

Analytical and detail-driven professional with 4+ years of cross-functional experience in financial operations, client handling, and process documentation. Proven ability to coordinate with cross-functional stakeholders, streamline processes, and produce structured documentation aligned with business needs. Adept at translating functional requirements into actionable solutions and currently demonstrating business analysis capabilities through hands-on portfolio projects in fintech and ERP domains.

Professional Experience

Accounts Payable Specialist

Oct 2023 – Jan 2024

Ssense, Canada

Reconciled invoices and supported monthly financial reporting and budgeting processes Streamlined AP workflows to improve global reporting accuracy

Business Development Manager

Jul 2018 – Dec 2021

Corrosion Control Systems, Chennai

- Managed stakeholder communication and vendor documentation
- Facilitated financial tracking and reporting across departments

Tax Consultant – US Process

May 2017 – May 2018

Deloitte, Chennai

- Supported US tax audits, reconciliations, and compliance documentation
- Assisted in client reporting within international financial frameworks

Portfolio Projects

- **Fintech Expense Tracker:** Power BI dashboard visualizing monthly spending, categories, and loan data
- **Ticketing System Analysis:** BRD, Tableau SLA dashboard, SQL queries, user stories in JIRA
- **ERP Inventory Project:** Inventory insights using Power BI, Visio diagrams, agile board setup
- **Product Launch Planning:** Wireframes (Balsamiq), epics and sprint planning using Azure RP

Skills

Tools: Power BI, SQL, Tableau, JIRA, Visio, Azure DevOps, Balsamiq **BA Techniques:** BRD, SRS, Process Flows, User Stories, Gap Analysis, Stakeholder Mapping **Soft Skills:** Requirement Gathering, Collaboration, Documentation, Communication

Education

MBA in Finance

2017

SRM University, Chennai

Diploma in Public Relations

2022

York University, Canada

BBA

2015

Vels University, Chennai

Certifications

- Business Analyst Certification – COEPD (Ongoing)
- Certified Associate in Project Management (CAPM) – PMI