

SARATH GURU RAJ

BUSINESS ANALYST

M +91 9994924894
E sarathgururajvr@email.com
A Bengaluru,560037
L linkedin.com/in/sarathgururaj

PROFESSIONAL SUMMARY

Results-driven Business Analyst with proven track record at Sanmar and over **2 years** of experience in business analysis within the chemical industry. Adept at requirement gathering, process automation, stakeholder management, and Agile methodologies. Proven expertise in developing project tracking systems and management applications to enhance operational efficiency driving a reduction in equipment downtime through innovative solutions and decision-making processes.

TECHNICAL SKILLS

MS VISIO

SQL

AXURE

DRAW.io

BALSAMIQ

MICROSOFT POWER BI

MICROSOFT SUITE

JIRA

LUCIDCHART

SOFT SKILLS

PROBLEM SOLVING

EFFECTIVE COMMUNICATION

ADAPTABILITY

PROJECT MANAGENET

LEADERSHIP & TEAMWORK

TIME MANAGEMENT

ANALYTICAL THINKING

CORE COMPETENCIES

- Business Analysis Planning and Monitoring
- Elicitation and Collaboration
- Requirement Analysis and Design
- Process Optimization and Cost reduction strategies
- Strategies Analysis
- Solution Evaluation
- Requirement Life cycle Management
- Change Management and Stakeholder Engagement

WORK EXPERIENCE

CHEMPLAST SANMAR LIMITED,SALEM
BUSINESS ANALYST

JUNE 2022 - JULY 2024

Project 1: Chemical Equipment Project Management Application

Project Description: Developed a real-time project tracking system to enhance transparency, automate reporting, and improve on-time project completion. Integrated AI-powered alerts and interactive dashboards, enabling proactive decision-making and reducing manual reporting efforts.

- Led the development of a **Chemical Equipment Management System**, reducing equipment downtime by **40%** through proactive maintenance tracking.
- Conducted market research to identify best practices in equipment management and incorporated industry-leading methodologies into the application.
- Conducted multiple **requirement gathering workshops and brainstorming sessions** with production, maintenance, and quality teams to define system objectives.
- Designed **end-to-end process workflows** and UML diagrams for system architecture and business logic, reducing design errors by **20%**.
- Defined user stories and acceptance criteria to guide the development of core functionalities, including real-time equipment tracking and predictive maintenance alerts.
- Created and maintained a **Requirement Traceability Matrix (RTM)** to ensure every requirement was met in the final product.
- Developed Power BI dashboards, reports and SQL queries for **real-time monitoring of equipment status, maintenance schedules, and compliance tracking**, improving decision-making by **30%**.
- Collaborated with Product Owner and Scrum Master for BV and CP. and assisted the Product Owner for the creation of DOR and DOD checklist.
- Collaborated with IT and production teams to automate **regulatory compliance tracking**, ensuring **100% alignment with industry safety standards**.
- Conducted **extensive testing (UAT, system testing, and regression testing)** before deployment to ensure system reliability.
- Developed high quality documentation to support training efforts and provided hands-on training sessions for end-users, achieving a **100% adoption rate** within the first phase of implementation.

Project 2: Project Progress Tracking Feature in Sparsh Application

Project Description: Designed a cloud-based project management application to streamline chemical equipment tracking, maintenance scheduling, and cross-functional collaboration. Implemented predictive analytics to reduce downtime and automated workflow approvals, cutting processing time.

- Collaborated with key stakeholders to gather and analyse business requirements for process optimization by conducting **requirement elicitation sessions** to define project needs and success metrics.
- Conducted GAP analysis between existing processes and desired state to identify inefficiencies and recommend process improvements, reducing project delays by **20%**.
- Provided real time insights using SQL queries and customized dashboard in Power BI, on project progress and resource utilization.
- Created BRD, FRD and developed **wireframes and process flows diagrams** using Visio and Balsamiq to visualize project outcomes improvements before development.
- Defined **user stories and acceptance criteria** in JIRA, ensuring seamless application functionality tailored to business needs.
- Collaborated with the development team to integrate automated alerts for milestone achievements, leading to a **15% increase in adherence to project deadlines**.
- Participated in product planning and assisted **User Acceptance Testing and quality checks** with project teams, ensuring functionality met business requirements with **99% accuracy**.
- Provided training to end users and created a **user manual** to ensure smooth adoption across departments.
- Worked with cross-functional teams to implement streamlined project management with effective communication and collaboration to bring data-driven solutions for Chemical equipment tracking.

EDUCATION

- | | |
|---|---|
| • Amrita Vishwa Vidyapeetham, Coimbatore (2018-2022) | B.Tech, Chemical Engineering
CGPA: 7.65/10 |
| • Senthil Public School, Salem (2017-2018) | HSLC, Computer Science
Percentage: 74% |
-

CERTIFICATIONS

- Online Internship in Microsoft Power BI at pWc
- Certified IT - Business Analyst IIBA

ACHEIVEMENTS

- Conducted high-impact Power BI workshops, training over 50 employees in data visualization and dashboard creation.
- Awarded Best Process Optimization Initiative, leading to a 20% increase in operational efficiency .

LANGUAGES

ENGLISH

TAMIL

TELUGU

HINDI