

ritesh.singhs7869@gmail.com

8307967728

Delhi, India 110092

Summary

Business Analyst with 3+ years of experience in Transaction Banking and Business Analytics, specializing in requirement gathering, UAT coordination, and compliance management. Skilled in automation of reporting, process improvement, and functional testing within financial services. Strong understanding of banking processes, trade compliance, and digital solutions, with hands-on exposure to Agile-Scrum and Waterfall methodologies.

Skills

- Data Analytics & Business Insights
- Excel, Power BI, Tableau
- Agile-Scrum & Waterfall Methodologies
- Stakeholder Management & Requirement Gathering
- Financial & Trade Compliance Knowledge
- MIS & Dashboard Development
- User Training & UAT Coordination

Ritesh Singh

Experience

ICICI Bank - Accounts Manager- Transaction Banking

Delhi, India

05/2022 - Current

- Gathered and analyzed functional requirements for trade and remittance processes, ensuring regulatory and compliance alignment.
- Coordinated UAT cycles with cross-functional teams, validating business rules and test cases across multiple workflows.
- Designed and executed test cases for system enhancements (IGRS 2.0, Trade Online Platform), improving process accuracy and compliance reporting.
- Automated MIS and compliance reports using Excel & Power BI, reducing manual effort by 40% and improving reporting accuracy.
- Supported testing for payment systems and regulatory workflows, contributing to faster defect identification and resolution.
- Worked with IT teams to map business requirements to functional specifications, ensuring optimized testing and validation.

Education And Training

MBA:

Financial Services

K J Somaiya Institute Of Management Studies And Education Re

Mumbai, INDIA

B.E.:

Biotechnology

University Institute Of Engineering And Technology

Chandigarh, India

Certifications

- IIBA Certified (COEPD)
- AML & KYC | Exports & Imports – ICICI Bank
- Tableau Designer Certified

Key Projects

1. IGRS 2.0 Enhancement

Waterfall Model | Role: Business Analyst

- Created BRD/FRDs for BOE and SWIFT enhancements.
- Designed workflows (MS Visio) and supported testing phases.
- Engaged with compliance and tech teams for smooth roll-out.

2.Trade Online Platform

Agile-Scrum | Role: Product Owner/BA

- Defined user stories and acceptance criteria for LC, remittance modules.
- Built wireframes in Balsamiq and managed sprints via JIRA.
- Acted as liaison between stakeholders and dev/QA teams.

Tools & Tech Stack

- Analytics & Automation: Excel, Power BI, Tableau
- BA & Design Tools: MS Visio, Balsamiq, Axure RP, JIRA
- Project Methodologies: Agile (Scrum), Waterfall

Achievements

- Supported automation of compliance tracking, resolving ₹45 Cr+ in pending cases.
- Contributed to UAT for digital transaction banking systems, enabling faster go-live of enhancements.
- Trained 55+ stakeholders on new reporting dashboards and compliance workflows.

Extra Achievements

- Co-founder – Bhangra Loverz (100K+ subscribers)
- IPS National Conference Winner – Bhangra (2016)