JANHAVI KARIA

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Core competences –

- Business Analysis Planning and Monitoring
- Elicitation and Collaboration.
- Requirement Life cycle Management.
- Requirement Analysis and Design Definition
- Strategy Analysis
- Stakeholder management
- Project 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

Education –

- ✓ **B.E (** Artificial Intelligence & Data Science)
  Passout year – 2024

- ✓ **Diploma** (Information Technology)
  Passout year – 2021

Certifications –

- IIBA Certification in Business Analysis (COEPD)
- SQL Certification (Hacker Rank)

Soft skills –

- Communication Skills
- Analytical Thinking
- Problem-Solving
- Teamwork & Collaboration
- Adaptability & Quick Learning

Language –

- English
- Hindi
- Gujarati
- Marathi

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.

Summary –

- Strong understanding of SDLC, including Waterfall and Agile methodologies.
- Proficient in Waterfall: Requirement gathering, BRD, FRD, RACI Matrix.
- Skilled in UML diagrams, wireframes
- Knowledgeable in Agile Scrum: User stories, MOSCOW prioritization, backlog management.
- Experienced in Agile ceremonies: Sprint planning, review, and daily stand-ups.

1)Luxora E-Commerce Application   - Agile

- 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.

2) Airline System   - Waterfall

- Assisted in Enterprise Analysis, created Business Case Documents, conducted stakeholder analysis, and prepared the RACI Matrix.
- Gathered requirements using elicitation techniques, developed BRD and translated it into FRD and SRS in collaboration with the technical team.
- Created UML diagrams, wireframes using MS Visio, Balsamiq, and maintained the Requirements Traceability Matrix (RTM) throughout the project.
- Assisted the Testing Team in preparing Test Case Scenarios and ensured successful UAT.