

Name:- Devina singh

Mobile :- +91-6375285369

Email: - Devinashekhawat11@gmail.com

Core competences: -

- Elicitation and Collaboration.
- Requirement Life cycle Management.
- Requirement Analysis and Design Definition.
- Strategy Analysis
- Solution Evaluation

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, & Tableau.

Education:-

M.Sc (Microbiology)

Certificates:-

Certified IT – Business Analyst
IIBA [EEP]

Soft skills: -

- Time Management
- Adaptability
- Problem solving
- Team work
- Creativity

Languages:-

English and Hindi

Career objective: -

Certified Business Analysts seeking to leverage newly acquired skills in requirement gathering, stakeholder engagement, and data driven decision making to contribute to organizational growth. Eager to apply analytical thinking and process improvement technique in dynamic environment, while continuing to develop expertise in Agile and waterfall methodologies, Business process modelling and strategic planning.

Profile summary: -

- Proficient in Waterfall methodology with experience in Structured documentation, and end-to-end SDLC execution.
- Skilled in Agile practices including Scrum ceremonies, iterative development, and user story creation.
- Bridging the gap between business and technical team by translating the complex concepts into clear, actionable insights.
- Experience in identifying inefficiencies and recommending data driven solution to optimize workflows and enhance operational performance.
- Proficient in using Tools like Power BI, Excel and Tableau to analyse trends, build dashboards and support strategic decision.
- Additionally have 1.5 years of tutoring experience which honed my communication skill and problem solving analytics.
- Developed engaging lesson plans and instructional materials to foster critical thinking and boost student confidence in analytical subjects.

Work experience:-

Project 1:- Online coaching Platform Enhancement [Agile]

Project description:- This Project involve enhancing features of existing coaching system using Agile Model by introducing new features, improving user experience, and optimizing performance.

Role:- Business Analysts

Responsibilities:-

- Participated in Gathering requirements using various elicitation techniques.
- Participated in Creating user stories with appropriate acceptance criteria.
- Participated in Adding user stories into product backlog using JIRA tool.
- Participated in Generating sprints, Product burndown/burn up charts to track project progress.

Project 2:- Developing Online coaching platform [waterfall]

Project description:- This project involved developing a comprehensive Online Coaching Platform using Waterfall Model designed to facilitate virtual learning, coaching sessions, secure payments and resource sharing between educator and learner.

Role:- Business Analyst

Responsibilities:-

- Take part in Gathering requirement using Elicitation Techniques.
- Take part in Creating Business Requirement Document (BRD) and Software Requirements Specifications (SRS).
- Participated in Creating UML diagrams and wireframes to visually represent requirements using MS Visio, Balsamiq, and Axure.
- Participated in Creating and maintaining RTM throughout the project.

Designation: Private Tutor

Duration: 2024-PRESENT