

JANHAVI KARIA

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Objective

To secure a position as a Junior Business Analyst where I can effectively gather and analyze requirements, collaborate with teams, and contribute to delivering impactful business solutions.

Summary

- In-depth understanding of SDLC phases, including Waterfall and Agile methodologies.
- Proficient in Waterfall Model: Gathered requirements using elicitation techniques such as brainstorming, document analysis, and interviews. Prepared BRD, FRD, and RACI Matrix to define project scope and deliverables.
- Skilled in creating UML diagrams, wireframes, and prototypes to visualize workflows and system designs.
- Knowledgeable in Agile Scrum: Created user stories with acceptance criteria, prioritized requirements using MOSCOW, and maintained Sprint & Product Backlogs.
- Participated in Agile ceremonies such as sprint planning, sprint review, and daily stand-up meetings to ensure smooth project execution.

Education

Matoshri College Of Engineering , Nashik

Completed Bachelor of Engineering in Artificial Intelligence & Data Science

CGPA : 8.14

2021 – 2024

K.K.Wagh Polytechnic, Nashik

Diploma in Information Technology

Percentage : 87.07%

2018 – 2021

Experience

Emerging Technologies

Feb 2023 – Mar 2023

- Involved in the requirement-gathering phase, collaborating with stakeholders to identify and document key business needs and objectives.
- Assisted the team in creating user stories and defining acceptance criteria, aligning closely with project goals.
- Defined the product backlog, managed epics and user stories using Jira, and ensured traceability through requirements traceability matrices (RTM).
- Participated in product planning, sprint planning, sprint reviews, and retrospectives to deliver project components.
- Leveraged AI for product insights in image/speech processing, text recognition, and Firebase Cloud.

ESDS Software Solutions

Mar 2023 – April 2023

- Engaged in detailed requirement gathering through stakeholder interviews, surveys, and analysis sessions.
- Created process flow diagrams and use case diagrams using Visio to visualize workflows and system interactions.
- Supported the creation of user stories, functional requirements, and acceptance criteria, ensuring alignment with the business strategy.
- Collaborated with the Scrum Master and product owner to define and maintain the DOR and DOD checklists.
- Showcased data analysis and machine learning skills using Python, Pandas, and Scikit-Learn.

Projects

Luroxa E-commerce Application

- Led the development of the Luroxa E-commerce Application, creating the product vision and managing the product backlog.
- Created a detailed Product Vision Document identifying the target audience, analyzing their needs, and defining the business objectives. Outlined the core features and user-centric goals to align the development process with delivering maximum value to end users
- Defined user stories with clear acceptance criteria and guided the development team to achieve project goals.
- Collaborated with stakeholders and prioritized requirements using MOSCOW and FURPS techniques.

- Conducted gap analysis to identify system limitations and proposed enhancements to address them.
- Conducted sprint planning, reviews, and retrospectives while tracking progress through burndown charts.
- Participated in UAT to ensure alignment with business objectives and deliver an optimal user experience.

Airline Reservation System

- Interacted with stakeholders and gathered requirements using elicitation techniques like brainstorming, interviews, and focus groups.
- Created and documented the Business Requirement Document (BRD), Functional Requirement Document (FRD), and Requirement Traceability Matrix (RTM).
- Developed wireframes and mockups to illustrate system interfaces and workflows using Balsamiq and Axure.
- Conducted impact analysis to evaluate changes in requirements and their implications on project scope.
- Collaborated with cross-functional teams, ensuring that system design aligned with business objectives.

Skills

- **Technical Skills** - Python, SQL, C, C++, Excel, Power BI, Balsamiq, Axure, Visio
- **Core Competencies** - Requirement Elicitation, User Story Creation, BRD, FRD, Gap Analysis, Stakeholder Management, UML Diagrams, Requirement Traceability Matrix, Agile (Scrum), Waterfall, Sprint Planning, MOSCOW, FURPS, DOR, DOD, UAT

Certifications

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