

NACHIKET

HEMLANI

BUSINESS ANALYST

+91 8551009280

Nachiket.hemlani@gmail.com

CORE COMPETENCES: -

- BUSINESS ANALYSIS PLANNING AND MONITORING.
- ELICITATION AND COLLABORATION.
- REQUIREMENT LIFE CYCLE MANAGEMENT.
- REQUIREMENT ANALYSIS AND DESIGN DEFINITION.
- STRATEGY ANALYSIS
- SOLUTION EVALUATION
- 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, & TABLEAU.

DOMAIN KNOWLEDGE:-

- FINANCE
- SALES
- CRM

EDUCATION

BACHELORS IN HOSPITALITY MANAGEMENT
UNIVERSITY OF PUNE

CERTIFICATION

- CERTIFIED IT - BUSINESS ANALYST IIBA (EEP)
- NISM-SERIES-XXI-A: PORTFOLIO MANAGEMENT SERVICES
- NISM-SERIES-V: MUTUAL FUND DISTRIBUTION CERTIFICATE

SOFT SKILLS: -

- ANALYTICAL AND PROBLEM-SOLVING SKILLS
- COMMUNICATION & INTERPERSONAL SKILLS
- ADAPTABILITY & LEADERSHIP
- TEAM WORK
- TIME & PROJECT MANAGEMENT
- CRITICAL THINKING AND REASONING

LANGUAGES:-

- ENGLISH
- HINDI
- MARATHI
- SINDHI

CAREER OBJECTIVE

Certified Business Analyst with a strong foundation in analysing business processes, eliciting requirements and delivering IT-driven solutions to enhance organisational efficiency. Over 9 years of experience in business analysis, documentation, stakeholder collaboration and reporting. Adept at bridging the gap between technical teams and business needs.

PROFILE SUMMARY

- Results-driven professional with in-depth knowledge of the **Software Development Life Cycle (SDLC)**, proficient in both **Waterfall and Agile methodologies**. Strong experience in the **Waterfall Model**, skilled in requirements gathering through elicitation techniques, and proficient in preparing key documentation such as **BRD, FRD, SRS, RACI Matrix, BCD, UML diagrams, and RTM**. Well-versed in managing UAT, handling Change Requests, and ensuring effective project delivery.
- Expert in **Agile Scrum**, with a focus on creating user stories, defining acceptance criteria, **managing sprint and product backlogs**, and conducting **key Scrum ceremonies, including sprint planning and reviews**. Adept at ensuring **DOR (Definition of Ready) and DOD (Definition of Done)** compliance, and tracking progress using Burndown charts.

WORK EXPERIENCE

NUVAMA WEALTH

May 24 - Oct 24

Assistant Vice President - Wealth

Project Name - MARS (Agile Methodology)

Project Description - The MARS application helps wealth managers provide a customised investment plan to investors based on defined business rules.

Role : Business Analyst

Responsibilities:

- **Requirement Gathering & Analysis:** Collaborated with stakeholders to elicit, analyze, and document business requirements, ensuring alignment with organizational goals and wealth management standards.
- **Process Optimization:** Evaluated and enhanced investment, portfolio management, and trading processes, identifying inefficiencies and recommending improvements for optimized financial operations.
- **Stakeholder Engagement:** Acted as a liaison between product managers, investment advisors, wealth managers, developers, and QA teams for seamless project execution.
- **Regulatory Compliance:** Ensured adherence to SEBI and other financial regulatory guidelines in investment strategies, risk management, and wealth advisory processes.

RHYTHM RESITEL

Nov 2020 – April 2024

Business Analyst

Project 1 - **Rhythm PMS** (Agile Methodology)

Project Description - The Rhythm PMS Application is a comprehensive **Customer Relationship Management (CRM)** solution designed to share real time data of sales and revenue with Unit holders and also to initiate internal bookings.

Project 2 - **Salesforce**

Project Description - Led efforts to **integrate salesforce** for project and inventory management, ensuring seamless data upload and maintenance.

- Responsible for modelling requirements using **UML diagrams** such as use cases, activity diagrams in MS Visio tool.
- Created **user stories** with appropriate acceptance criteria with the assistance of the Product Owner. Added user stories into product backlog using the **JIRA tool**.
- Executed extensive travel to Dubai, Singapore, Bangalore, Hyderabad, Kerala, Noida etc to implement **standardisation business process**.
- Prioritised and validated the requirements using **Moscow and FURPS technique**, added user stories to sprint backlog based on prioritization order.
- Designed a **streamlined process flow** for the Expression of Interest(EOI) system for new product launches.
- Illustrated multiple solution based process through activity diagrams and documented it comprehensively with **BRD and screen mock-ups**.
- Managed inquiry processes within **salesforce**, capturing diverse **promotional activities as campaigns** and associating incoming inquiries with corresponding campaigns.

BETWEEN BREADS

May 2015- March 2020

Business Head

Project Name - **Between Breads** (Waterfall Methodology)

Project Description - The BB Application is a comprehensive **order and inventory management** system that helps the leadership **monitor sales and order process** as well as to smoothen the coordination between multiple departments and branches.

- Conducted in-depth **market analysis and customer segmentation**, identifying key trends and opportunities that contributed to a 15% increase in overall sales over a 2-year period.
- Collaborated with **cross-functional teams** (marketing, operations, finance) to **streamline business processes**, resulting in a 20% improvement in operational efficiency and a 10% reduction in food waste across multiple locations.
- Provided **data-driven insights** on menu optimization by **analyzing sales data** and customer preferences, leading to the introduction of three new high-margin menu items that contributed to a 12% increase in average order value.
- Translated BRD into **Functional Requirements Document (FRD)**, Collaborated with the technical team, and prepared **SRS Document**.
- Created **UML diagrams and wireframes** to visually represent requirements using **MS Visio, Balsamiq, and Axure**.
- Created and **maintained RTM** throughout the project.