**Location** : Dublin Ohio

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**BUSINESS ANALYST**

**SUMMARY**

* 6+ years industry experience as Business Analyst with excellent understanding of Business Requirement gathering, Business Analysis, Business Process Modeling.
* Experience in all phases of Software Development Life Cycle (SDLC) aspects.
* Experienced with rational unified process (RUP), Agile (Scrum) software development, waterfall methodology, six sigma standards and UML.
* Effective in Facilitating Joint Application Development (JAD) sessions to gather, synthesize and prioritize requirements using interviews, document analysis, requirements workshop, site visits, and surveys.
* Excellent Business writing skills in writing project documentation such as: Business Requirements Document (BRD), Functional Requirement Document (FRD), and Use Case Specifications.
* Full understanding of Rational Unified Process (RUP) using Rational Rose Modeler, Rational Requisite Pro, Unified Modeling Language (UML) in the context of methodology.
* Expert in Tracking and Managing the Requirements using Requirement Traceability Matrix (RTM) that controls numerous artifacts produced by the teams across the deliverables for a project.
* Well-versed with MS Visio, MS Project, Rational and Mercury Interactive tools.
* Experienced in UML modeling including Use Cases, Sequence, State, Activity and ER Diagrams using tools such as Rational Rose and Microsoft Visio.
* Worked with **Data loader** for loading the attachments into salesforce.com, related to objects like Accounts, Contacts, Opportunities, and Activities.
* Experience in conducting GAP analysis, User Acceptance Testing (UAT), SWOT analysis and ROI analysis.
* Demonstrated ability to remain flexible, unfazed and on-track in an environment of tight deadlines and high expectations. Good communication, interpersonal, analytical negotiation skills with strong organizational and team building abilities.

**SKILLS**

SDLC, Agile, Waterfall, Scrum, JIRA, Rally, Rational Requisite Pro, Rational Clear case, Visual Source Safe, Microsoft Visio, Test Director, ALM/QC, **MS Project, SharePoint, MS Office 365,** Active Directory,Load Runner, Win Runner, Team Foundation Server, Balsamiq, Visual Paradigm, Windows

**CERTIFICATIONS:** PSM I( Professional Scrum Master), Scrum Advanced.

**EDUCATION**

**Master’s in engineering management –** Trine University, Angola, Indiana

**EXPERIENCE**

**Speedway LLC, OH | April 2020 – Current Role: Business Analyst**

* Researches, evaluates and recommends new technologies for service delivery and improvement to computer-based business applications
* Liaises between ITS and business units; provides support and addresses any issues that arise
* Facilitates sessions with stakeholders to determine business and ITS requirements
* Manages and documents all business requirements for project work in conjunction with related Subject Matter Experts (SME)
* Initiates and manages risk assessment process to completion which includes risk documentation and risk mitigation controls
* Establishes systems specifications and objectives, based on business requirements and cost effectiveness. Makes recommendations accordingly
* Develops test plans and coordinates software testing with internal partners. Completes testing when appropriate
* Ensures all duties including, but not limited to, requirements, test cases and test plans, are completed in accordance with all required documentation
* Collaborates with internal and external partners to ensure customer needs are met by reviewing requirements, status updates and associated issues
* Keeps abreast of technology, customer needs and industry related trends
* Develops and maintains process maps for business systems and makes plans to accommodate future work requests
* Performs risk and business impact analysis for proposed enhancements and changes to business systems
* Advises and guides business units in the process of developing system enhancements, ideas and work requests. Captures potential benefits to assist with prioritization
* Identifies system requirements and evaluates new applications
* Documents interfaces between new and legacy systems
* Completes other duties, including special projects, as assigned by Management

**Incisive, OH | Jan 2018 – March 2020 Role: Business Analyst**

* Designed the business requirement collection approach based on the project scope and Agile Methodology.
* Conducted interviews with Portfolio Manager to gather Business Requirements and was involved in documentation of Business Requirement Documents (BRD).
* Conducted Gap Analysis as well as captured and documented process improvement to find possible bottlenecks.
* Developed comprehensive business requirement documents using Rational Requisite Pro that provided appropriate scope of work technical team to develop the overall system.
* Designed and developed Use Cases, Use Case Diagrams, Activity Diagrams, Sequence Diagrams, and Collaboration Diagrams using Visio Professional.
* Developed Functional Specification document and Supplementary Specification (non-functional) document.
* Assisted the project manager in preparing the project schedules, milestone tracking, and resource allocation using MS Project.
* Designed workflows and allocated permissions within SharePoint.
* Provided input (scope, goals, risks, constraints, timelines and interfaces) to PM for project planning and control.
* Assisted in development of training materials for new technology and process improvements.

**Stryker, IL | May 2016 – Dec 2017 Role: Business Analyst**

* Used the guidelines and artifacts of the Rational Unified Process (RUP) to strategize the Implementation of Rational Unified Process effort in different iterations and phases of the Software Development Life Cycle.
* Conducted various JAD sessions with different stakeholders in order to get a better understanding of ongoing activities and updating every party of their tasks and assigned duties.
* Developed and implemented processes and tools for Requirements gathering, Analysis, planning, tracking and delivery using Rational Rose, Rational Requisite Pro.
* Used MS Visio to model the process using the UML to create use case diagrams, activity diagrams, Data Flow Diagrams, sequence diagrams and collaboration diagrams.
* Understand the real end user needs and analyzing their requirements on different platforms performing a cost benefit analysis and Risk analysis.
* Extensively used HP Quality Center, and MS excel for generating the daily maintained MQC list of defects and enhancements.
* Created Raci Matrix by linking test cases to their corresponding requirements.
* Collaborated and negotiated with stakeholders in defining project scope boundaries.
* Ensuring overall project tracking, planning, coordination and status reporting to the various stakeholders using effective communication channels.
* Responsible for managing and maintaining Jira Product and Release backlog, development and refinement of user stories and acceptance criteria to include sprint planning, release planning, conducting daily stand-ups, sprint review and sprint retrospective meetings.

**Stryker, India| Jan 2013 – Dec 2015**

**Role: Business Analyst**

* Responsible for creating and reviewing business requirements, functional specifications, project schedules, documentation and test plans.
* Worked with the business users and with different levels of management to identify requirements, use cases and to develop functional specifications using the Waterfall methodology for software development.
* Conducted JAD (Joint application development) sessions with business users and development teams to gather the quality requirements.
* Collected requirements (using) Brain storming, Document analysis, Focus Groups, Interface analysis, Interviews, survey, reverse engineering and user task analysis for various reporting types like CLUE (Comprehensive loss underwriting exchange, Change Report, Claim Count, Claim summaries).
* Assisted with product evaluation, product customization and system integration. Conducted GAP analysis around the identification of business rules, Risks involved, business and system process flows, user administration, requirements and assumptions.
* Performed extensive Business Process Modeling using Swim-Lane diagrams, Sequence diagrams, Workflow diagrams and Activity diagrams using MS Visio.
* Created Traceability Matrix to ensure all requirements were being met.
* Partnered with project management to manage the project requirements, milestones, budget, risks and issues.
* Involved in the preparation of the test plan accordingly based on the test conditions.
* Acted as a resource in understanding how IS carry out business functions and assists in ensuring the timely and effective implementation