**Adeyemi Odelade**

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**Location: TX**

**Business Analyst**

**SUMMARY**

* 3+ years of industry experience as a Business Analyst with a good understanding of Business Requirement gathering, Business Analysis, Business Process Modelling.
* Knowledge in all phases of SDLC like Requirement Analysis, Implementation and Maintenance and Good experience with Agile/Scrum and Waterfall.
* Analyzed and synthesized results from JAD and other requirements processes and transformed those into Business Requirement Document (BRD), Functional Requirement Specifications Document (FRD), and Use Case Narratives.
* Knowledge of leading industry tools like JIRA, MS Office, and MS Project to develop various project deliverables.
* Knowledge in conducting Joint Application Development JAD sessions, SMEs and stakeholders, and Rapid application development RAD sessions.
* Good skills in making Business Presentations, Documentation, and developing Business Reports using crystal reports and Technical Specifications.
* Good Skills at performing Risk analysis, GAP analysis, Impact Analysis, and Cost/Benefit analysis to better understand the mechanics of the existing & proposed systems.
* Coordinated with the development and testing team to conduct white-box testing on the new application and database systems using HP Quality Center.
* Participated in Sprint Planning and Sprint review meetings for Finalizing the Sprint Backlogs and Verifying the sprint outputs respectively.
* Good knowledge of Test Director to manage testing and defect life cycles and map requirements to test cases.
* Knowledge in prototyping documents, models, and attributes for consistency, completeness, and risk minimization.
* Good knowledge in developing Test case s, Test plans, and Test procedures in manual and automated test environments.
* Proficient in Change Request Management tools like Rational Clear Quest.
* Knowledge in creating and managing Requirement Traceability Matrix (RTM) for tracking and managing changes based on the project's evolving needs.
* Good knowledge and working experience in converting business requirements into UML diagrams like Flow Diagrams, Use Cases, State Diagrams, Sequence Diagrams, Component Diagrams, Use Case Diagrams & Activity diagrams using Rational Rose, Rational Requisite Pro, and MS Visio.
* Very well experience using Microsoft Office Suite (Word, Excel, and PowerPoint).
* Experience in testing on multiple operating systems including Linux and Windows.
* Good Interpersonal Skills, team-working attitude, takes initiative, and very proactive in solving problems and providing the best solutions.

**EDUCATION**

**Bachelors in Economics**

Tai solarin university of Education from Nigeria

**SKILLS**

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| **Methodologies:** | SDLC, Agile, Waterfall, Scrum |
| **Documentation:** | FRD, BRD, SRS |
| **Reporting Tools:** | MS Project, MS Excel, MS SharePoint, Crystal Reports |
| **Analysis:** | Cost/Benefit Analysis, Impact Analysis, GAP Analysis, Risk Analysis |
| **Tracking / Other Tools:** | Jira, Rational Requisite Pro, Microsoft Visio, Rational Rose, HP Quality Centre, RAD, JAD, Rational ClearQuest, Test Director, RTM |
| **Operating System:** | Windows, Linux |

**EXPERIENCE**

**Unum, TX | Jan 2019 - Current**

**Role: Business Analyst**

**Responsibilities:**

* Followed Agile Software Development Methodology to build the application iteratively and incrementally. Participated in Scrum related activities and daily scrum meetings.
* Created the BRD, FRD, and SRS Artifacts after gathering input from the business owners and other stakeholders.
* Utilized SharePoint to manage team website for document collaboration, authorizations, and deliverables management.
* Worked with the project manager to come up with Project-related deliverables using MS Project extensively.
* Interacted with the Crystal reports writer in designing the reports.
* Created defect tracking using JIRA and reviewed them in subsequent iterations of the application development process.
* Performed feasibility studies and cost/benefit analysis and recommended effective cloud solutions, working together with enterprise architects.
* Conducting user and stakeholder interviews at (including JAD, RAD sessions) both in-house and client locations to gather and analyze requirements.
* Used MS-Excel to manage requirements and maintained a Requirement Traceability Matrix (RTM) for requirements.
* Conducted Sprint Planning, Sprint Review, and Sprint Retrospective meetings.
* Created project plans, style sheets, and templates to analyze and estimate feasibility, cost, time, and general guidelines for the project team.
* Conducted a pre-planning meeting with the product owner to translate the requirements into an initial set of user stories.
* Involved in developing UML, use case diagrams, Class diagrams, and Sequence diagrams using Rational Rose and MS Visio.

**Environment:** Agile, scrum, BRD, FRD, SRS, SharePoint, MS Project, Crystal Reports, JIRA, JAD, RAD, MS-Excel, RTM.

**PNC Financial Services, TX | Aug 2017 - Dec 2018**

**Role: Business Analyst**

**Responsibilities:**

* Involved in analysis, development, implementation, testing, and maintenance of the Complete Software Development Life Cycle (SDLC) projects using Waterfall.
* Prepared the Business requirement document (BRD), functional requirement document (FRD), and SRS for the enhancement of the existing services.
* Gathered requirements by using interviews, observation, JAD, brainstorming sessions, and document analysis.
* Involved in Daily Meetings and weekly Team Meetings, meetings with the clients, testing team, and project managers.
* Used MS Office extensively (Word, Excel, PowerPoint) for analysis, presentation, and documentation throughout the project.
* Financial modeling and analysis, feasibility and cost-benefit analysis Impact analysis, version and training program design and delivery, risk-based financial controls.
* Created Rational Traceability Matrix (RTM) to ensure that all the requirements are covered by the test cases using HP Quality Center.
* Collaborated with the Project Manager to organize training material and write user manuals.
* Developed strategies with the Quality Assurance group to implement Test Cases in Test Director.
* Maintained and kept track of stakeholder's requests for enhancements and changes using Rational Clear Quest.
* 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 Rational Rose.
* Organized weekly Project Status and Task Review meetings.

**Environment:** SDLC, Waterfall, BRD, FRD, SRS, JAD, MS Office, RTM, HP Quality Center, Test Director, Rational Requisite Pro, Rational Rose.