

MR. ABIN PATHAK

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Career Objective

Knowledgeable product specialist with 10 years of experience is eager to advance career as a Business Analyst / Product Manager & contribute to the success of the company; to apply strong research, management, and communication skills to reach company objectives.

Customer-oriented and highly organized software product Management desires a chance to use management skills and deep knowledge in a product management with strong analytical and creative competencies.

Results-driven with exceptional management, organizational, research and analytical skills & making decisions.

Professional Experience

Business Analyst

Discus Business Solutions (Discus IT)

(Mar 2020- Present)

- Evaluating business processes, anticipating requirements, uncovering areas for improvement, and developing and implementing solutions.
- Gathering critical information from meetings with various stakeholders and producing useful reports.
- Handling team of 5 developers and 3 QA
- Handling a project life cycle which includes new requirements & new projects & accordingly planning the activity & Resource planning
- Performing Scrum & Sprint activities with the teams
- Cost estimating and developing the budget
- **Working closely with Key stake holders & business**
- **Working on Both Web & Mobile Apps development (IOS & Android)**
Define metrics for success Align expectations with deliverable
- Lead process of developing new requirements of Clients & identifying the need Allocating resources.
- **Integration study between SAP & E-Procurement** platform through SFTP integration method.
- Handling database applying queries on My SQL for identifying the issue.
- Analyzing and managing project risk

- Scheduling Activities, Identifying and specifying the critical activities of the project. Finding the blockers and make sure that projects run smoothly.
- Preparing Gantt chart and allot time frames for their completion.
- **Preparing plan on Agile methodology.**
- Preparing documents
 - ✧ **User Requirement Statement URS**
 - ✧ **Functional Requirement Statement FRS**
 - ✧ **Interface Agreement**
 - ✧ **Gap Analysis**
- **Creating UML diagrams, flowcharts & Mock up screens.**
- **Performing Manual Testing** to ensure the system working fine.
- Performing Smoke Testing
- Performing Functional Testing
- Unit Testing to ensure individual units or components of a software are tested.
- Black box testing
- Doing Sanity Testing.
- Creating **Use cases** for QA team
- Creating **Test cases** for clients / end users.
- Conducting User Acceptance Testing (**UAT**) on a product with the end users for the product for approval for production release.
- Develop standards and procedures to determine product quality and release readiness
- Working on **SaaS based products** or Web-based software, offered as a paid subscription both for public & private (On Premises) cloud based.
- Implementation & Support.

Projects Handling for corporates:

AIA Engg.

La Renon Pharma

Carbogen Amcis

Welcast Steels

Sr Executive-Implementation and Functional Analyst

Mavenvista Technology Pvt.Ltd.

(Dec 2017- Oct 2019)

- Creating a detailed business analysis, outlining problems, opportunities and solutions for a business
- Handling team of implementation, developers & testers
- Handling a project life cycle which includes new requirements & new projects
- Performing Scrum & Sprint activities with the teams
- **Work & coordinate with key stakeholders**
- **Integration study between SAP & E-Procurement platform**
- Be involved throughout the life cycle of the procurement exercise -implementation, review, support.

- Finalizing **Integration scope** (PR to PO) From SAP
- Handling Integrated & Non-Integrated clients. Pitching clients for other procurement Modules
- Preparing documents:
- Preparing **AS is TO BE document** and taking sign off from client
- Preparing Business Requirement (**BRS**)
- User Requirement Statement **URS**
- Functional Requirement Statement **FRS**
- Preparing time lines
- **Creating UML diagrams, flowcharts & Mock up screens.**
- Performing **Smoke Testing**
- Performing **Functional Testing**
- Creating **Test cases** for clients / end users.
- Conducting User Acceptance Testing (**UAT**) on a product with the end users for the product for approval for production release.
- Working on Cloud Based **SaaS applications**.Manages access to the application, including security, availability, and performance.
- Working on Integration methodology. The Secure File Transfer Protocol (**SFTP**) a network protocol that transfer files between **SAP and E-Procurement tool.**
- Provide technical expertise and input to support the bid assessment
- Approve key review stages throughout the process procurement process
- Manage commercial relationships; procurement competitions.Manage & Resolves suppliers & Buyer's query

Project Concluded for Corporates:

Intas

Havmor Ice Cream

Dalmia Cement

Sintex

Aarti Industries

JK Cement

Arjas Steel

EXL services (Project Undergoing)

Project Manager

(Dec 2015- Nov 2017)

Oakbrook International Education and Research Pvt Ltd

- Prepared documents on requirements and taking sign off with all the stake holders
- Implementing Software portal for Sports Authority of Gujarat.
- Performing Manual Testing and coordination with key stake holders.
- **Implementing Software portal for Gujarat Tourism in different institutes.**
- **Performing Manual testing.**
- Performing User Acceptance testing & make sure the known bugs get resolved before Going Live.
- Coordination with developers and solving and resolving issues & bugs.
- Provided training to different stake holders.

- Handled a project for SIHM Website development.
- Responsible for handling digital marketing & Website of clients.
- Creating UML diagrams, flowcharts & Mock up screens.
- Worked on SDLC life cycle
- ✓ **Feasibility or Requirements Analysis Stage.**
- ✓ **Design and Prototyping Stage.**
- ✓ **Website Development Stage.**
- ✓ **Website Testing Stage.**
- ✓ **Implementation and Integration.**
- ✓ **Operations and Maintenance.**
- Coordinated with the developers and also assist them with the design and desired output
- Preparing FRS, URS & BRS
- **Preparing Test cases** and acceptance document for sign off.
- Works for AICTE & CBSE– Deficiency report & filling all the necessary fields on web portal.
- Supervision of e-procurement Team for building of Technical bids as well as financial bids.
- Worked on Feasibility study Installing IT infrastructure in Institutes
- Works focuses on Conceptualization, Feasibility study, Strategic planning
- Infrastructure development, International Collaboration and continuous support for implementation
- Works focuses on Conceptualization, Feasibility study, Strategic planning Infrastructure development, International Collaboration and continuous support for implementation
- Assessment on operation of State Institute of Hotel Management, Gujarat Tourism of Gujarat Project.

Project Concluded:

Hospitality & Tourism Training Program. (TCGL)

State Institute of Hotel Management(SIHM).

Khel Mahakumbh (SAG)

Working on Silver Oak (University development).

TCGL Training Project

Data Engineer

Kochartech Pvt. Ltd

(Aug 2013-July 2015)

- Manages team of 8 field techies
- Talking with clients through a series of actions either face to face or over the telephone to help set up systems or resolves issues
- Resolving customer's problems related to data services.
- Interaction with clients for technical & business purposes
- Check data services (2G & 3G) & keep track on KPI's
- Works on company CRM. Updating software's for Vodafone products.
- Addressing network issues.

RF Engineer

Prime Support & Services Pvt. Ltd

(Jun 2011-July 2013)

- During this period I have been associated with following:-
- RND - RF Surveys.
- TND - LOS Surveys.
- BTS - BTS Surveys
- DT- Drive Test
- OPTI - Optimization
- Single cell functionality test & Verifying HSDPA, HSUPA DATA Services.
- Auditing and Optimization of sites
- Initial RF survey of the NCR
- Finalizing the BTS sites and search ring for optimum coverage
- Verifying clutter type (urban, suburban, rural, quasi open etc.)
- Finalizing the Tower height, antenna orientation, link budget.

Education: B. TECH- ELECTRONICS & Communication (2005-2009)

Choudhary Charam Singh University

Skills

1. Negotiation Skills
2. Time Management
3. Strategic thinking
4. Technical Knowledge (SQL, SAP, Cloud based applications)
5. Relationship Management

Personal Details

Date of Birth	01/07/1987
Father's name	Mr. P.K.Pathak
Nationality	Indian
Sex / Marital Status	Male / Married
Linguistic Approach	English / Hindi
Passport	Yes
Current City	Ahmedabad, Gujarat
Relocate	Ready to Relocate

DECLARATION:

I hereby declare that the above given information are true to the best of my knowledge & belief.

Date:

Place:

Signature:

Abin Pathak