**Rahul Patel**

**Business Analyst**

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**Location: OH**

**Summary**

* 4+ years of industry experience as a Business Analyst with a good understanding of Business Requirement gathering, Business Analysis, Business Process Modeling.
* Experience working in all phases of the Software Development Life Cycle (SDLC) using methodologies like Waterfall and Agile/Scrum.
* Proficient in Business writing skills in writing project documentation such as Business Requirements Document (BRD), Functional Requirement Document (FRD), SRS, and Use Case Specifications.
* Good Skills at performing Risk analysis, GAP analysis, and Cost/Benefit analysis to better understand the mechanics of the existing & proposed systems.
* Knowledge in facilitating Joint Application Development (JAD), Rapid Application Development (RAD), interviews, workshops, and requirement elicitation sessions with end-users, clients, stakeholders, and development teams.
* Good Knowledge of HP Quality Center tool for all the test management activities like Release Planning, Test Planning, Test case Execution, Requirement Traceability, and Reporting.
* Proficient knowledge of Test Director to manage testing and defect life cycles and map requirements to test cases.
* Conducted Daily Scrum meeting, Planning Sessions, Backlog updates, User Stories updates, Continuous Integration, Continuous Testing.
* Proficient in change control processes and maintaining requirements traceability matrix (RTM).
* Skilled in using change control and bug tracking tool JIRA for identifying, analyzing, assigning, and documenting defects including version and change control.
* Proficient with MS Project to manage deadlines, schedules, analyze project information, and interact with different teams.
* Good Knowledge of Performing Content Management using MS SharePoint.
* Maintained and kept track of stakeholder’s requests for enhancements and changes using Rational Clear Quest.
* Knowledge in UML modeling including Use Cases, Sequence, State, Activity, and ER Diagrams using tools such as Rational Rose and Microsoft Visio.
* Very well experienced using Microsoft Office Suite (Word, Excel, and PowerPoint).
* Working experience of different Operating Systems like Windows and Linux.
* Good communication and presentation skills with experience in the development, implementation, and integration of strategies within a team-oriented environment.

**Education**

**Master of Engineering Management**

Marshall University, WV

**Skills**

SDLC, Agile/Scrum, Waterfall, BRD, FRD, SRS, JAD, RAD, RACI Matrix, HP Quality Centre, Cost/benefit analysis, GAP analysis, Clear Quest, Test Director, RTM, MS Visio, Rational Rose, JIRA, SharePoint, MS Office, MS Project, Windows, Linux

**Experience**

**Unum, WV | Aug 2019 - Current**

**Role: Business Analyst**

**Responsibilities:**

* Worked Agile/Scrum methodology and created the Business Requirements Document and System Requirements Specification Document.
* Created the BRD, FRD, and SRS Artifacts after gathering input from the business owners and other stakeholders.
* Worked directly with the users of the system to gather and document their business requirements and with the systems team to implement those requirements.
* Conducted backlog refinement meetings as needed for reprioritization and implementation in the currently planned sequence of sprints.
* Performed extensive Gap Analysis between different client channels identifying the functional gap between AS-IS and TO-BE processes.
* Planned & facilitated project status, requirements walkthrough meetings including the JAD, and RAD sessions.
* Work closely with the project manager in preparing the project schedules, milestone tracking, and resource allocation using MS Project.
* Prepared test cases for Navigational testing, Functionality testing under load, and GUI testing using Test Director.
* Used SharePoint to document project processes and procedures, communicate requirements and version control them.
* Involved in the creation of project status reports as well as Requirements Traceability Matrix (RTM).
* Derived functional specifications document based on the User Requirement Specification and used JIRA for documenting requirements.
* Involved in developing UML, use case diagrams, Class diagrams, and Sequence diagrams using MS Visio.

**Environment**: Agile, Scrum, BRD, FRD, SRS, Gap Analysis, JAD, RAD, MS Project, RTM, JIRA, UML, MS Visio.

**Bitinfocom Technologies, India | Jan 2016 - July 2018**

**Role: Business Analyst**

**Responsibilities:**

* Utilized the Software Development Life Cycle (SDLC) like Waterfall to configure and develop process, standards procedures.
* Understand the real end-user needs and analyzing their requirements on different platforms performing a cost-benefit analysis and Risk analysis.
* Prepared BRD, FRD, and used Quality Center to manage, analyze, and convert business requirements into functional specifications.
* Participated in Sprint Planning and Sprint review meetings for Finalizing the Sprint Backlogs and Verifying the sprint outputs respectively.
* Demonstrated project management skills in developing Project Charter, Project Management Plan & Risk Analysis, keeping in mind the objectives of the project & constraints affecting time, scope, and budget baselines.
* Prepared a RACI Matrix in HP Quality Center for tracking the requirement to software requirement specifications.
* Involved in Daily Meetings and weekly Team Meetings, meetings with the clients, testing team, and project managers.
* Performed defect tracking using Rational Clear Quest.
* Gather, review, and edit of business's functional and non-functional requirements of product offering strategies.
* Designed and developed Use Case Diagrams, Activity Diagrams, Sequence Diagrams, and Collaboration Diagrams using Rational Rose.

**Environment**: SDLC, Waterfall, BRD, FRD, RACI Matrix, HP Quality Center, Rational Clear Quest. Rational Rose.