

**SUMMARY**

**PROFESSIONAL EXPERIENCE**

**Business Analyst | UnitedHealth Group, CA | May 2020 – Dec 2020**

* Create story board of back log items in Agile and develop item according to business needs.
* Performed and maintained BRDs, FRDs, and technical design documentations.
* Worked extensively with MS Visio, MS Project, MS Office, MS SharePoint, and Quality Center.
* Facilitated the Scrum Meetings, Sprint planning, daily Scrum meeting, Backlog Grooming, Sprint retro Sprint review, Velocity Planning, and burn downs.
* Conducted JAD session with users, Functional Lead & SMEs to understand and articulate business requirements, creating Functional Requirement Specifications (FRS) and (SRS).
* Developed Dashboard for tracking and reporting purpose and publishing on share point.
* Created and tracked product backlog using issue-tracking tool JIRA.

**Business Analyst | Draxo Infotech, India | Jan 2017 – Dec 2018**

* Used Waterfall SDLC methodology adhering to BABOK Project Management.
* Facilitate Sprint planning, daily scrums, retrospectives, stakeholder meetings, and giving software demos to key stakeholders.
* Shadowed the Statisticians and other SMEs using SAS on the job to understand the existing processes and functionalities, Identified the gaps in the existing systems by performing GAP analysis on the AS-IS business processes.
* Assisted QA team in assembling, evaluating, and reviewing testing strategies and test plans.
* Conducted JAD Sessions, UAT with the Business users, and gathering feedback and providing the same to the Development teams.
* Operated scrum team, daily Scrum Meeting, Planning, Scope, daily Status Tracking, Coordination, Problem solving, Defect Triaging, Sprint Grooming and Retrospective Meeting.

* Certified in “Manufacturing Mastery in Production Planning and Control”.
* Certified in “Six Sigma Green Belt” by the Council for Six Sigma Certification.
* Certification in “Application of Reverse Engineering and Rapid Prototyping for New Product Development”.

**CERTIFICATIONS**

**Methodologies:**

SDLC, Agile/Scrum, Waterfall

**Reporting Tools:**

MS Project, MS Office, MS SharePoint, MS Visio, MS Word

**Documentation:**

FRD, BRD, SRS

**Analysis:**

Cost/benefit analysis, GAP analysis, Risk Analysis, Impact Analysis, SWOT Analysis

**Tracking and Other Tools:**

Jira, Rational Clear Quest, HP Quality Center, JAD, RTM, UAT

**Operating System:**

Windows, Linux

**KEY SKILLS**

**Master of Science in Industrial Technology**

California State University, Fresno, CA **| GPA: 3.90/4**

**Bachelor of Engineering – Mechanical Engineering**

Anna University, India **| GPA: 6.67/10**

**EDUCATION**

**Business Analyst**

Oum Prakash Srinivasalu

**CA**

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**CONTACT**

* 2+ years of work experience as Business Analyst and an exceptional record of delivering cost effective, high performance technology solutions to meet challenging business demands.
* Knowledge of Software Development Life Cycle (SDLC), Waterfall and Agile Methodology.
* Proficient in creating Business Requirement Documents, User Requirement Specification, and Functional Requirement Specifications.
* Well versed in project management tools like MS Project for project planning, Project scheduling.
* Adopt skills in performing Gap analysis and Impact Analysis by identifying existing technologies, documenting the enhancements to meet the end-state requirements.
* Proficiency in JAD Sessions, Live Meetings and Interviews.
* Good knowledge of developing Test Scripts, Test Cases and Test Plans for the User Acceptance testing.
* Working knowledge of Request Management tools like Clear Quest.
* Well-versed in MS (Office, SharePoint, Vision and Word), Tracking & Other tools.