



# Kirti Vaidya

Business Analyst

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Mumbai, India 📍

linkedin.com/in/kirti-vaidya in

High performing Business Analyst professional with 31 months of experience in the Information Technology Industry. Can take ownership of projects from beginning to end, specializing in completeness and accuracy. Concise and decisive communicator with organisational skills along with proven abilities to handle critical timelines and client management.

## WORK EXPERIENCE

### Application Development Analyst

Accenture Services Pvt. Ltd

01/2019 - 10/2020

Mumbai, India

#### Tasks

- Engaged with clients in-order to gather software requirements/business rules and ensured complete alignment with development teams.
- Developed Business Architecture using requirements such as scope, processes, alternatives and risks.
- Analyzed Client's processes and suggested multiple improvements through document analysis, interviews and workflow analysis.
- Orchestrated the report management system of Client's time-sheet to understand, highlight and resolve the discrepancies.
- Administered the weekly WSR report for the entire team to delegate tasks.

### Application Development Associate

Accenture Services Pvt. Ltd

01/2018 - 12/2019

Mumbai, India

#### Tasks

- Assisted the team in client calls to gather requirements and paths while migrating the services.
- Identify and reconcile errors in client data to ensure accurate business requirements.
- Contributed extensively on creating Use Cases, User Stories, Features and Epics to define easily understandable requirements by Business Clients and Technical Team.

## SKILLS

MS-Office

MySQL

TDP

Decision Maker

Team Management

CORE Java

Agility

Client Management

Time Management

## PERSONAL PROJECTS

Automate Deployment of Cloud Computing and Virtualization Integration (08/2016 - 04/2017)

- The project was carried out on Linux System using Python-Own Cloud Structure.

## ACHIEVEMENTS

Completed SAFe 4 Practitioner certification (Certificate Id - 61155750-4135) (03/2019)

Received Aristos Excellence award for taking new initiatives within project (09/2018)

## LANGUAGES

English  
Full Professional Proficiency

Hindi  
Full Professional Proficiency

Rajasthani  
Full Professional Proficiency

German  
Elementary Proficiency

## EDUCATION

### Programming of Technology: Computer Science

Mody University

07/2013 - 05/2017

Rajasthan, India

### Higher Secondary Education: Science

St Mary's Convent Secondary School

07/2011 - 04/2012

Rajasthan, India

### Secondary Education

Vrindavan Public School

07/2009 - 04/2010

Rajasthan, India

## INTERESTS

Cooking

Yoga

Music

Travelling