

# POULIK BHANJA

**E-mail:** [poulikbhanja@gmail.com](mailto:poulikbhanja@gmail.com)

**Contact:** (+91)-8806634672

**LinkedIn:**  
[linkedin.com/in/poulikbhanja](https://www.linkedin.com/in/poulikbhanja)

## Skills:

### Project Management Tools

- Jira
- Azure Devops
- Trello
- Wrike
- Confluence
- Basecamp
- MS Project
- Google My Business

### Wire framing Tools

- Balsamiq
- Axure RP
- Zeplin
- Marvel App
- Keytonopia

### Configuration Tools

- Tortoise SVN

### Tracking Tools

- Mantis
- Bugzilla

### Database

- Microsoft Micro services
- Oracle
- DBeaver
- MySQL

### Estimation Process

- Work Breakdown Structure
- Functional Point Analysis

## Professional Summary:

Driven Business Analyst/ Product Owner whose business requirement documents & technical specifications \*always\* pass UAT! I'm a high energy, experienced business analyst, passionate about working hand-in-hand with developers & users to produce requirements and specifications that accurately reflect business needs and are technologically achievable. I believe the true test of successfully eliciting requirements, producing business requirements documents, and releasing technical specifications is when the user acceptance testing (UAT) is completed on schedule.

My exposure to Agile Methodology keeps me focused on opportunities to enhance processes.

## Certified ScrumMaster®(CSM®)

## Certified Scrum Product Owner® (CSPO®)

## Experience Summary:

- Around **5 years** of experience as a **Business Analyst/Product Owner** in web, desktop and mobile applications
- Possess excellent communication and interpersonal skills
- Proficient in Requirement gathering, Requirement analysis, Specifications document, User case project management and Creating meeting notes
- Experience in creating Wireframes using **Balsamiq** and **Axure RP**
- Experience in creating Workflows, Use Case Diagram and other Diagrams using Visio, PowerPoint, Lucid Charts and other tools
- Proficient in creating SOW, SRS/BRS and User manual
- Proficient in Client Communication for understanding client requirements, maintaining & enhancing relationship
- Worked in **Agile** methodology i.e. Scrum and Kanban
- Proficient in setting up the organization projects in **Azure Devops** and **Jira**
- Experience in making **Sprint** and **Kanban** Boards Flow from scratch for projects in **Azure Devops** and **Jira**
- Conducted **GAP, SWOT** and **Risk Analysis** for business progress
- Review and comprehend business requirements and functional specifications by directly interacting with the client
- Supported Organization in **Pre-Sales** and making Portfolio, Proposals and Module Feature Listing documents to initiate/kick off a project
- Involved in Functional, UI & Compatibility Testing
- Handled **Digital Marketing/SEO** Team
- Handled Organizations Social Media Accounts
- Handled **Content Marketing** Team
- Working closely with **Graphical** and **UI Designer experts** to have a rich UI/UX experience for users
- Understanding of Database Micro services and its structure
- **Product Owner** for an **Online Ordering E-commerce Portal** integrated with **Shopify**
- **Product Owner** for a **Fintech Vendor Portal** which was reconciled with **GSTIN**
- Strong work ethics, taking ownership of all duties and responsibilities and efficient time management skills
- Comfortable working with cross functional teams and moving between leadership and peer roles
- Ability to achieve successful outcomes through collaborative and cooperative means and commitment to customer and product quality
- **Domain Experience** in E-commerce, Fintech, Point Of Sale, Media & Advertising, Payment Gateway, Life Insurance and Food & Beverages

### Academic Qualifications:

- Master of Computer Application  
MIT (Pune) - 2015
- Bachelor of Computer Application  
IEM (Kolkata) - 2012

### Languages Known:

- Bengali
- English
- Hindi
- Marathi
- Punjabi

### Work Experience:

#### Current Organization:

Name: FasTrax InfoTech Pvt Ltd.

Year: May 2019- Present

Location: Ahmedabad, India

#### Previous Organizations:

Name: Cygnet Infotech Pvt Ltd

Year: May 2018- April 2019

Location: Ahmedabad, India

Name: Aloha Technologies Pvt Ltd

Year: January 2016- April 2018

Location: Pune, India

#### Internship:

Name: Hewlett Packard (HP)

Location: Pune, India

The information furnished by me is complete and correct. I bear the complete responsibility for all the above information.