**SHREYASH**

**Business Analyst**

**shreyash.dkumar@gmail.com**

 Pune – Maharashtra (411028)

**Profile:**

You will find me hardworking and goal-oriented individual with the ability to prioritize my tasks quickly, calmly and accurately despite interruptions and with changing or competing priorities.

My greatest strength includes multi- tasking and maintaining quality in every aspect of my work. I also enjoy working with people and have great experience with customer service.

I thrive in both independent and collaborative work settings. I also embrace every opportunity that allows me to take ownership in task assigned.

**Work Experience:**

**ADP, Inc**.

June 2019 – Present

**Product Owner and Integration Consultant** – General and Life Insurance

1. Work independently with stakeholders and others in a multidisciplinary team to define requirements and develop the solution.
2. Build and maintain efficient, reusable and reliable integration implementation artifacts. Identify bugs and devise resolutions to these defects.
3. Involved in the configuration of features related to Quick quote functionality and perform day to day configuration tasks in their in-house tool.
4. Work across a suite of Mule applications and APIs, implementing integration solutions for various clients across different industries.
5. Worked on the configuration of insurance product and underwriting questions for contract life cycle. Basic understanding of Guidewire tool for policy creation.
6. Experience in conducting Jira Sessions for smooth transition of user stories Epic and tasks.
7. Actively involved in backlog refinement sessions with different Stakeholders, Product Owners and led various Scrum ceremonies such as retrospective meeting, grooming sessions and daily scrum call.

**Business Analyst** – Services

1. Responsible for the successful implementation of projects through the effective execution of established implementation methodology using functional, technical and project management knowledge and skills to complete assigned tasks.
2. Responsible for documenting the Functional and business requirement document utilizing modeling tools and as per the standard layout.
3. Conduct in-depth analysis of HCM requirements and other specifications to determine the appropriate course of action.
4. Perform testing of the developed program and migrating code to production and validating production runs.
5. Involve in Implementations and migrations of client from one vendor to another, ensuring all customizations and dependent interfaces are migrated.
6. Coordinate and manage system upgrades in HRIS system including documenting of new features in UAT and production, mass data updates, exports, imports, and cleanups.
7. Take the lead in HRIS team projects/integrations through execution of testing, data loads, etc. and maintain end-user and training documentation; participate in training activities for members of the development team and end-users.
8. Responsible for root cause analysis and generate reports based on the projects that have caused delay in delivery or failure.
9. Proficient with Agile Lifecycle Management tools and Manage the activities, tasks, and deliverables of application releases throughout the Agile SDLC.

**Additional Responsibility**

1. Active contributor towards ADP's Digital Transformation initiative for Project Services. Developing, integrating and validating standardized tools and templates to streamline cross-functional project management.
2. Contribute towards organizational learning by training new hires, sharing best practices and facilitating improvements.
3. Participate actively in the Workday Community, propose and advocate for improvements to the Workday solution.
4. Prepare for and support twice-annual upgrades and annual HCM processes (performance, compensation, open enrollment, etc.)

**Charter Global Pvt. Ltd**

August 2017 – June 2019

Account – McDermott and TG North America

**Business Analyst -** General and life insurance & Solutions

1. Experience in all phases of Software Development Life Cycle and Agile methodology.
2. Performed Requirement Gathering & Analysis by actively soliciting, analyzing business needs. Created and maintained requirements documentation and/or design/technical documentation.
3. Good understanding of insurance concepts and experience in implementing insurance product and claims life cycle.
4. Designed and created mockups and prototypes, templates and components including integration with other systems/tools.
5. Retrieved and manipulated data for analysis of system capabilities and requirements using SQL queries and PL/SQL.
6. Directed and developed software system testing and validation procedures, programming, and documentation.
7. Partnered with team members to provide them with functional clarifications and inputs to support solution, develop and test the requirements.
8. Expertise in mentoring and training cross functional teams in key applications.
9. Involved in User Acceptance Testing (UAT) with business to make them understand the major functionalities of the application.

**ConsultAdd Inc.**

June 2016 – August 2017

Account – Infosys

**Associate Consultant**

1. Worked on requirement gathering and document specification document.
2. Acted as a liaison between research and development team and contributed towards testing the programs.
3. Worked with technical team to identify constraints related to the project.
4. Responsible for effective translation of requirements and share domain insights with technical team.
5. Provide support and performed quality reviews during project planning and execution.
6. Effectively update documents related to project modification for technical and migration teams.

**Skills:**

* **Domain:** Telecom, Healthcare, Life Insurance, IT & HCM (Financial)
* **Database:** MS SQL, Oracle
* **Tools:** Seibel CRM, TFS, JIRA, Trello, Kronos, ADP Vantage, WFN, Payforce and Enterprise, Use case, UML, MS VISIO, MS Project, Plan View, Data Dictionary.
* **Methodologies & Framework:** Agile, Scrum, SDLC, Project Management & Estimation, Test strategy & Planning.

**Professional Accomplishments:**

* Received employee of the quarter award twice within a year at ADP.
* Received numerous recognitions and

appreciations from business stakeholders and client stakeholders.

* Awarded black horse for extensive performance at Charter Global 2018.
* Received best new hire award at ConsultAdd Inc. in 2016.

**Academic Accomplishments:**

* Recommended in Indian Navy – 2016.
* Production improvement certifications issued by Ordinance Factory Board – 2016.
* Academic excellence for 4 consecutive years 2013 – 2016.
* Secured 510 rank in co-cubes assessment test.
* Represented University at Auto Expo 2016.
* ‘SAE’ India member and attended workshops conducted by SAE India.
* AIEEE rank holder (92,437)
* District topper in English (H, Sc.)

**Personal Dossier:**

* DOB - 01/06/1994
* Language Proficiency – English & Hindi
* Hobbies – Playing foosball, Table Tennis and listening to podcast.
* Preferred Location - Hyderabad, Pune, Delhi, Bengaluru.