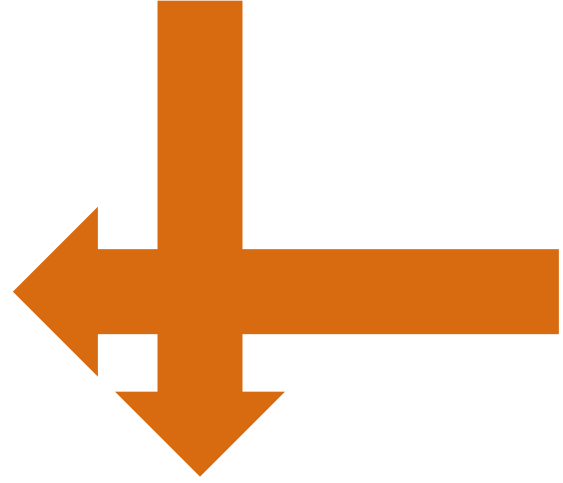


SANCHIIT PODAAR

Business Analyst

Location: CA | Mobile: 510-529-8306 | Email: podaarsanchiit@gmail.com



Summary

- Having 4+ years of experience in the field of Business Analysis and Requirements gathering.
- Experience of working with different Software Development Life Cycle (SDLC) involving both traditional methodologies such as Waterfall and Agile methodologies such as Scrum.
- Efficiently collaborated with Business Owners, Business Users, and senior stakeholders.
- Familiarity in writing Business Requirement Document (BRD), Functional Requirement Document (FRD), System Requirement Specification (SRS), Requirement Traceability Matrix (RTM) as per company requirements.
- Knowledge of creating UML diagrams like Use Cases, Activity, Sequence, and Class diagrams using MS Visio and worked on both High Fidelity and Low Fidelity Mock-up Screens and wireframes using Lucid Chart.
- Experience in defect tracking, defect analysis & ability to organize, document & track changes using Jira.
- Assisted the QA team to design Test plans and Test Cases for User Acceptance Testing, Black-box Testing, Functional Testing, various System Testing, Integration Testing, Regression Testing, Security Testing, Load/Stress Testing, and Performance Testing in both manual and automation testing environment and creation of Test plans, Test cases, and Test scenarios for validating it against the business requirements document.
- Attained better communication and developed stakeholder friendly attitude skills through meeting stakeholders, System developers, other teams, and external business partners.

Skills

SDLC, Agile, Waterfall, Scrum, Interview sessions, Document analysis, Focus Groups, Requirement workshops, RTM, RACI Matrix, JIRA, MS Visio, Cost/benefit Analysis, Gap Analysis, Active Process, MS Project, API, Tableau, MySQL, PostgreSQL, PowerBI, Python(matplotlib, numpy, pandas), R Script, Salesforce, Netsuite.

Education

Masters, Business Analytics (STEM)

California State University, East Bay, Hayward, CA.

Sept 2017 - Aug 2019

Masters, Commerce (Management)

June 2015 - May 2017

M. L. Dahanukar College of Commerce, Mumbai University, Mumbai, India.

Bachelors, Commerce (Accounting)

2015

June 2012 - April

M. L. Dahanukar College of Commerce, Mumbai University, Mumbai, India.

Experience

Jade Global Inc, CA | Nov 2019 –Dec 2020

Role:Business Analyst

Responsibilities:

- Worked with Agile (Scrum) SDLC methodology for development of integration processes using Dell Boomi.
- Collaborated with customer business users to gather and elaborate requirements, understand business objectives and infrastructure changes.
- Led development teams to translate elaborated requirements into technical design and deliverables
- Documented and maintained functional requirements (FRD), business requirements (BRD), custom workflows, product enhancements, etc.

- Used Rally Agile Development Tool and Methodology to create test cases and stories for defects and product enhancements.
- Designed UML use cases and screen prototypes based on user experience.
- Prepared Use Case Diagrams, State Diagrams, Activity Diagrams, Sequence Diagrams, Component Diagrams, and Collateral Diagrams using Microsoft Visio and Lucid Chart.
- Collaborated with Quality Assurance teams to test bug fixes and enhancements and actively participated in regression and functional testing.
- Ensured that all artefacts comply with corporate SDLC Policies and guidelines.
- Assisted Project Manager in creating Project Charter and Task Breakdown Document (TBD) using MS Project.
- Performed Gap Analysis to identify the deficiencies of the current business systems and to identify the impact.
- Assisted creation of Test Cases, Test Plans, Test Scenarios, and updated Requirements Traceability Matrix.

California State University East Bay, CA | May 2018 – Aug 2019

Role: Analyst

Responsibilities:

- Analysed functional and non-functional categorized data elements for data profiling and mapping from source to target data environment. Developed working documents to support findings and assign specific tasks.
- Worked with data investigation, discovery, and mapping tools to scan every single data record from many sources.
- Performed data analysis and data profiling using complex SQL on various source systems.
- Performed statistical data analysis and data visualization using Python and Excel.
- Created action filters, parameters, and calculated sets for preparing dashboards and worksheets in Tableau.
- Create the Business metric KPI (Key Performance Indicator) to evaluate factors for different modules.

Nucleus Digital, India | May 2015–July 2017

Role: Business Analyst

Responsibilities:

- Under Waterfall methodology, created Business Requirements Document, System Requirements Specification Document, Functional requirement document.
- Worked with users to gather and elaborate business and functional requirements and objectives for analysis.
- Actively participated in regression and functional testing, user acceptance testing (UAT), black-box testing.
- Documented technical workflow and best practices.
- Performed Gap Analysis by gathering and analysing business requirements from users to thoroughly evaluate the gap between the “AS IS” and “TO BE” process.
- Assisted in design review meetings making sure all the requirements are covered in the development project scope.
- Developed Use Case diagrams, business flow diagrams, Activity/State diagrams, and Sequence diagrams so that developers and other stakeholders can understand the business process.

Certifications

- **Certified Associate Project Manager (CAPM)** **Oct - 2020**
Project Management Institute.
- **Dell Boomi Professional Developer** **Oct - 2019**
Dell Boomi

Academic Projects

New Zealand Tourism Marketing Forecast.

- Narrowed target segments to increase the potential revenue earned by forecasting airport arrival trends.
- Trained time series data sets using R for validation to deduce the best model from - Holt-Winter's, Regression with Quadratic Trend & Seasonality, Two Level Auto-Regressive model, Seasonal Naïve and Auto ARIMA forecast models.
- Using Auto ARIMA, successfully forecasted the number of future visitors with an accuracy of 2.362 (MAPE).

Optimization and Decision Tree modelling for Bite Nutrition.

- Hypothesized Bite Nutrition, a meal prep company, to explore Prescriptive Analytics.

- Used Excel Solver Model with Simplex EP algorithm and one-way sensitivity analysis to perform profit maximization.
- Created a decision tree (using Precision tree add-in software) to optimize revenue through expansion across multiple college campuses.