**PROFESSIONAL SUMMARY:**

* Results-driven, detail-oriented and well qualified Sr Scrum Master with 8+ years of industry experience in Business Development Process and System, Scrum Master & Data analysis with solid understanding of Business Requirement gathering, Business Process Flows, Business Process Modeling, Case Tools, and Business Analysis.
* Expertisein Software Development Life Cycle (SDLC) methodologies like Waterfall, Scrum-Waterfall Hybrid, SAFe Agile (Scrum, Test Driven Development, Kanban) in domains like Finance and Banking.
* Good understanding and experienceinthe domains ofEquities, Bonds, Mutual funds,FX, Derivatives (FX Options, OTC Options, Swaps, Forwards, Futures) ETFs, Financial Statement Analysis (Balance Sheet, Income statement, Cash Flow statements),Portfolio Management, Capital Markets, Trading life cycle, Investment andWealth Management.
* Sound knowledge in applicable rules, laws regulations administered by the Federal Reserve Bank, CFTC, SEC, and FINRA.Understanding of rules, laws, and regulations, and specific regulatory requirements impacting Investment Management services including equity, valuation, debt, and derivative securities.
* Experience with Software Development Life Cycle (SDLC) that included Requirement Elicitation, Gathering, Analysis, Design & Development and change management.Proficient in organizing, conducting and facilitating elicitation sessions with stakeholders such as survey/questionnaires, Interviews, Brainstorming, Focus group, Requirement workshops,prototyping, Interface analysis, Document analysis, and JAD sessions.
* Created Business Requirements documents (BRD), Use-Case Specifications and System Requirements Specifications (SRS) accompanied by active participation in discovery sessions, interviews, document-reviews with customers.
* Conducted GAP, Impact, SWOT, Cost benefit analysis, Root cause, Interface Analysis, Feasibility study, ROI Analysis, Impact analysis, Risk Analysis, and As-Is and To-Be business analysis.
* Elicited requirements using techniques like Interviews, Brainstorming, Focus Group, Document Analysis, JAD sessions, Survey/Questionnairesand documented Business Requirements Documents (BRD), System Requirements Specifications (SRS), and Functional Specification Document (FSD).
* Strong experience in tracing requirements throughout development life cycle by creating Requirement Traceability Matrix (RTM) using MS Excel & tools like JIRA and HPALM.Handled Change Requests by taking upon the role of Change Owner, Interacted with Change representatives, CCAB to review Impact Analysis and documented Change Request Form.
* Experienced in Black-box Testing, System Testing, Regression Testing, Load/Stress Testing, and Performance Testing.
* Worked with QA team to design Test plans, Test strategies, Test scenarios, Test Cases, Test scripts for User Acceptance Testing (UAT) usingHP Quality center/ HP ALM. Also created Requirement Tracability Matrix (RTM).
* Performed CRUD operations on databases using DDL, DML, and DCL along with select,joins, and stored procedures and exposure to various database platforms such as Oracle and Microsoft SQL Server.
* Extensively used reporting tools like Tableau to create visual representation of Data Analytics using Dimensions and Measures. Used MS Excel and IBM Cognos for BI analytics and reporting.
* Strong knowledge in Web Services, SOA Architecture using SOAP andREST APIs. Strong understanding of XML andJSON messages and also responsible for API documentation using MS Excel.
* Designed the Test Cases in SOAPUI for API testing, Test Plans for documentation of all processes using Confluence.
* Sound knowledge ofSelenium IDE and used Cucumber for Behavior Driven Development (BDD). Good Understanding of Project Management activities, proficient with Project Management Tools, testing tools and defect reporting tools.
* A proactive and dedicated team player, with proven track record in producing high quality work under tight deadlines

and multi-tasking to meet business goals. Experience in scheduling meetings, negotiating and co-ordination with Developers, Application Architects, Subject Matter Experts, business users and senior executives

* Excellent Analytical, Problem solving, Communication and Documentation skills. Dedicated & Self- motivated, Proven leadership capabilities and Time management skills.Communicated effectively across company contacts and clients, internal team about the project requirements, schedules and launches.

**TECHNICAL SKILLS:**

|  |  |
| --- | --- |
| **Finance & Banking Domain:** | Automated clearing house, Asset allocation, Portfolio management, Fixed Income (Bonds, Convertibles, T-Notes, T-Bonds), Derivatives Money Market Instruments Mutual Funds, Trading, Equities, ETFs, Forex (FX)  |
| **Project Management Tools/Methodology** | Unified Modeling Language (UML), MS-Project, Rally, JIRA, Agile-Scrum, Waterfall-Scrum, Waterfall, Extreme Programming, Kanban, SAFe |
| **Requirement Management** | MS Office, JIRA, Confluence, Rally, HP ALM 11.5. |
| **Reporting Tools** | IBM Cognos, Tableau, MS office Suite, Mockingbird, Balsamiq |
| **Database** | MS-Access, SQL Server 2008, MDM |
| **Office Tools** | MS Word, MS Excel, MS PowerPoint, MS SharePoint, MS Project, MS Visio |
| **Financial Tools** | Bloomberg Terminal, Bloomberg B-Pipe, Thomson Reuters, Morningstar |
| **Testing Tools** | HP QC, HP ALM 11.5, SOAP UI, Cucumber, Selenium |
| **ETL Tools** | Informatica, SQL Server Data Tools-Business Intelligence  |
| **Languages** | HTML, XML, SQL version 2014  |
| **Databases** | MySQL version 2012, MS Access, Oracle 9i, DB2 |
| **Defect Tracking tools** | JIRA, HP ALM, HP QC, Confluence  |

**PROFESSIONAL EXPERIENCE:
American Express, Phoenix, Arizona June 2020 - Present**

**Sr.Business Analyst/Scrum Master**

**Responsibilities**

* Gathered requirements through interviews, meetings, and existing documentation and conducted UAT.
* Produced Use Case, Domain Dictionary, UML Charts and diagrams. Assisting in developing object models from the functional requirements and architecture using UML methodologies and modeling tools knowledge (Rational Rose) (RUP Methodology).
* Used Visio to develop Use Case diagrams, Activity Diagrams and Sequence Diagrams.
* Analyzed and discussed the business and functional requirements for the application under construction.
* Worked with the quality assurance team so as to test different releases and to develop test plans and test cases.
* Set up meetings, conducted Walkthroughs, JAD sessions with Management, SMEs (Subject Matter Experts), vendors, users and other stakeholders to resolve open and pending issues
* Performed Gap analysis by identifying existing technologies and documenting to meet the end state requirements.
* Used Visio to develop Use Case diagrams, Activity Diagrams and Sequence Diagrams.
* Analyzed and discussed the business and functional requirements for the application under construction.
* Schedule and conduct meetings and ceremonies in accordance with best practices for Agile/Scrum software development.
* Understanding both technical designs and specifications, Analyzing and documenting the required data and information.
* Collect and consolidate cross-team status for delivery to stakeholders and executive management.
* Assist in overall program/project planning and ensure cross-team dependencies are well-understood and modeled in project plans and timelines.
* Formulating techniques for effective Product Backlog Management and ensuring that goals, scope and product domain etc. are understood by every member in the Scrum Team properly
* Maintain relevant metrics that guide the development team to more efficient processes in their work and in satisfying their Product Owner and stakeholders
* Project updates on Velocity, burn down chart, defects management, etc. are updated to the higher management.
* Evaluating information harvested through surveys and workshops, task analysis, and business process description.
* Being able to effectively communicate with external clients and internal teams to deliver GUI interface and screen designs.
* Being an interface between technology teams, support teams, and business units.
* Facilitating discussion, decision making, and conflict resolution. Assisting with internal and external communication, improving transparency, and radiating information.
* Supporting the Product Owner, especially on grooming and maintaining the product backlog.
* Able to resolve the team conflicts and motivate them to achieve project deliverables in timely manner.
* Tracking and communicating team velocity and sprint/release progress, removing roadblocks/impediments to team’s progress.
* Ensuring that the development teams’ practice and adhere to the core agile principles of collaboration, self-organization, prioritization, team accountability and visibility.
* Proactively raise potential issues and have a creative approach to problem solving with the ability to focus on the details while maintaining the “big picture” view.
* Helping the team to make impediments visible; apply expert judgment to remove impediments to the Development Team’s progress
* Assists the team in preparation for ART activities, including PI Planning ceremonies, system demos, and the Inspect and Adapt..
* Implement Scaled Agile Framework (SAFe)- core values and principles.

**Environment:** SAFe Agile-Scrum, Rally, Confluence, Jira, BRD, FRD, Requirement Gathering, UAT Testing, Velocity, JAD Sessions, Gap Analysis, Product Blocking Management, GUI Interface, Use cases, User Stories.

**Fidelity Investments, Smithfield, Rhode Island May 2018 – May 2020**

**Sr Scrum Master/Business Systems Analyst**

**Responsibilities:**

* Created Business Requirements gathering sessions in the form of questionnaires and business scenarios with the end users, subject matter experts (SME) and the developers. Gathered user and business requirements through JAD Sessions, interviews, surveys, Process Analysis, document analysis and prototyping.
* Analyzed and prioritized user and business requirements as system requirements that must be included while developing the software. Planned and defined system requirements to Use Case, Use Case Scenario and Activity diagrams using the MS Visio. Performed and documented Gap Analysis to between existing and proposed systems.
* Assisted Project Manager in developing Project Charter, Work Breakdown Structure to have a high-level view of the project using MS Project and Project Plans, Gantt Charts using MS Word.
* Developed good trading knowledge of Equities, Fixed Income Securities (Bonds), Trade Life Cycle, Front Office, Back Office, Capital Markets, Derivatives (Futures, Forwards, Swaps, Options), Exchange Traded Funds.
* Good understanding of the compliance in trading and investment practices such as SEC and FINRA.
* Created Business Requirement Document (BRD) and System Requirement Specification (SRS) incorporating business, functional, non-functional, data, GUI requirementsand Requirement Traceability Matrix(RTM).
* Assisted the product owner in prioritization of Product Backlog Items (PBIs)using MOSCOW technique including the process of breaking down EPICS into user stories using INVEST criteria.
* CreatedMock-Up Screens using Mockingbird softwareto help developers visualize the UI components.
* Handled requirement churn during the project by performing Impact Analysisand checking the feasibility of the new requirements compared to the previous requirementsby maintaining the triple constraint.
* Helped prepare Logical Data Models that contains set of diagrams and supporting documents containing the essential business elements, detailed definitions, and descriptions of the relationships between the data elements to analyze and document business data requirements.Performed Data mapping from Source systems to Data Ware House.
* The market data was extracted from Bloomberg B-pipe and Morningstaralong with individual data stored in Oracle DB & SQL serverin compliance with the SEC and FINRA regulations.
* Created sequential SQL queries using Select, Jointo pull data from Bloomberg B-pipe & Morningstar. Developed Excel pivot tables to report the results to the traders and the portfolio managers.
* Used JIRA for allotting tasks, user story writing, backlog management, issue trackingand user story management.
* Prepared Test Cases, Test Plans and Test Scenarios to perform System Testing, Interface Testing (SOAPUI),and Regression Testing.Documented and reported defects within established process and tracking systems using HP AML/QC.Performed User Acceptance Testing (UAT) for various web based and database related applications.
* Logged down defects, and systematically managed them in JIRA.Modeled the Risks in MS Excel, performed sensitivity analysis and collaborated with the Traders and the technical team.
* Generated reports using analytical tools such as Tableau/IBM Cognosfor the traders and provided recommendations to the product owner over the use of Business Intelligence (BI) tools.
* Worked on service oriented architecture (SOA), SOAP andREST Protocols; responsible forAPI documentation for JSON &XML messagesin a multiple tierarchitecture for the trading dashboard.

**Environment:** Waterfall-Scrum Hybrid, MS Visio 2013, Mockingbird Mock-up screens,MS Office 2013 (MS Word, MS Excel, MS PowerPoint),Bloomberg B-pipe, Morningstar, MS SQL Server, JIRA, Oracle DB, Java,REST, JSON, SOAP UI, MS Project, Tableau, IBM Cognos, AJAX, HTML 5.0 Javascript CSS 3.0

**Vanguard, Malvern, PA Mar 2017 – Apr 2018**

**Sr. Scrum Master / Business Systems Analyst**

**Responsibilities**

* Conducted interviews & JAD sessions with stakeholders to collect business requirements. This information along with the vision document was used to transform business requirements into System Requirements Specifications (SRS). Interacted with the stakeholders to review & baseline the design documents.
* Analyzed the prior documentation and business processes for full understanding of the project. Documented Business Requirement Document (BRD) and Functional Requirement Document (FRD).
* Developed a good understanding of the various financial instruments such as equities, bonds, money market instruments and Asset/portfolio allocation, trading life cycle and portfolio diversification.
* Interacted with Financial Analysts to understand Fundamental analysis, Financial models to calculate Expected Return, Market Risk and Portfolio Risk of the portfolio to be used in Analytical tools.
* Facilitating scrum events (Daily Stand-up meetings, Sprint Planning, Sprint Review, and Retrospectives, while enacting change and empowering team to self-organize
* Leading Agile aspects of the team including facilitation of scum ceremonies, impediment resolution, release planning, tracking and reporting the release plan, reporting metrics and handling team communication.
* Advocating transparency and collaboration within the scrum team through facilitating scrum ceremonies and one-on-one coaching
* Mentoring and coaching teams on Agile/Scrum practices and self-organization
* Assessing Scrum maturity of the team and bringing team to higher levels of maturity at a sustainable pace
* Facilitating the building of a trusting and cooperative environment
* Managing project risks, dependencies and issues
* Communicating project expectations to team members and stakeholders to ensure objectives are met
* Removing impediments to team’s progress and assessing and coaching the scrum team to improve efficiency. Also protecting the development team from external distractions.
* Supporting the scrum team’s overall health by providing sprint status, release status, burndown and velocity
* Develop and manage detailed release plans and reusable deployment plans
* Supporting the Product Owner in grooming and maintain the product backlog
* Facilitating definition and prioritization to work through Epics, Features and Stories using Scrum
* Help to Bridge the gap between conceptualizing and actioning project ideas within the team
* Assisting in developing tracking plans such as burndown and buildup charts
* Utilizing use case, workflow, activity and sequence diagrams to define functional requirements for the development team
* Collaborating with other scrum masters and project managers within the organization for continuous advocation of scrum practices
* Assisted Project Manager in Project planning and work breakdown structure using MS Project.
* Highly proficient in writing User stories, creating Use Cases, Use case diagrams, Workflow Diagrams, Activity Diagrams, Sequence Diagrams and Class Diagrams using tools such as MS Visio.
* Identified source table, target table and mapped the data using MS Excel of various Portfolios,transactions and securitiesinto Data warehouse and Data Marts using Informatica Power Center Designer, Repository Manager, Workflow Manager and Workflow Monitor, which helped in better understanding of the client data.
* Designed Quality Plans, Quality Reports, and Test Summary reports and logged down defects using JIRA.Tracked the defects using HP ALM and managed an error repository with the QA team.
* Experience working in Three-Tier architecture, Ajax, Web Services (SOAP, WSDL, UDDI). Gathered requirements for Client-Side Validation, and Server-Side Validation. Tested through SOAP UI; API Documentation in MS Excel.
* Performed various SQL queries for relevant data retrieval on Oracle database using Select, Join and View queries.
* AssistedRegression Testing, Interface Testing (SOAPUI) and Black box Testing. Created Test Cases, Test Plans, Test strategies, Test Scenarios and conductedManual Testsin HP Quality Center.

**Environment:** SDLC, Scrum waterfall Hybrid, MS project 2013, MS office 2013, MS Visio, UML, Java, Morningstar, Bloomberg B-pipe, Oracle 11g, JIRA, Rally, Informatica PowerCenter v9.6.0x, Web services, Oracle Database, , HTML5.0, CSS 3.0, JavaScript, HP QC 10.0,Tableau 9.0.

**State of Massachusetts, Boston, MA Jan 2016- Feb 2017**

**Scrum Master/ Business Analyst**

**Responsibilities**

* Facilitated JAD sessions as Facilitator and conducted interviews with various Subject Matter Experts (SMEs) and stakeholders, process reviews and policy & procedure reviews to elicit requirements.
* Used MS Visio for Process modeling, Process mapping and Business Process flow diagrams.
* Performed GAP analysis to assist Product Owner and Project Manager in planning the transition. Interacted with stakeholders to Identify business needs and evaluated business solutions.
* Prepared Business Requirement Document (BRD) and assisted in the preparation of System Requirement Specification (SRS). Analyzed, modified and validated these documents from the requirements gathered.
* Assisted incash flow analysis and preparing a summarized reports relating to cash in-flow and cash out-flow
* Developed Conceptual and Logical ER diagrams for the database. Created Data Dictionary for the data models. Identified Source systems for financial data profiling of the legacy system to be moved into target systems.
* Performed Data Mining to find correlation and pattern in existing data and constructed SQL queries.
* Assisted in the implementation of Integrated Data Warehouse with individual data marts to address areas of business interest. Used ETL to map data, assemble data repository and created data marts.
* Strong knowledge in ETL tool, Informatica Power Center for Data Normalization (1NF, 2NF), Data Indexing & mapping using and Informatica Data Quality for Data Profiling and Data Integrity using Informatica DQ.
* Worked closely with Project Manager for any change request and helped SMEs to do Impact Analysis.Designed and developed all Use Cases, Activity diagrams and UML models using tools such as MS Visio.
* Managed and tracked requirements using HP ALM through Application Life-Cycle.
* Conducted User Acceptance Testing (UAT), Manual Testing using Test Lab in HP Quality Center (HP QC) and assisted automation testers with system testing, integration testing and Regression testing.
* Was involved in using Tableau for effective visual representation of Business Intelligence (BI) to facilitate expenditure tracking using various parameters critical to decision making.

**Environment:** Waterfall, SDLC, MS Office (MS Word, MS Excel, MS PowerPoint, MS Visio), Tableau 9.0, MS Visio 2013, MS Project 2013, HP QC, HP ALM, Oracle DB, Informatica Power Center, Informatica Data Quality.

**Citigroup, Buffalo, New York Oct 2014- Dec 2015**

**Scrum Master/ Systems Analyst**

**Responsibilities**

* Elicited requirements involving interactions with various stakeholders including financial analysts, portfolio and asset managers using JAD Sessions, Interviews and Document Analysis.
* Created Business Requirement Document (BRD) and System Requirement Specification (SRS) incorporating business, functional, non-functional, data and GUI requirements. Analyzed& translated business requirements using UML diagrams such as Use Case, Activity diagrams and Sequential diagrams using MS Visio.
* Assisted in creating Conceptual Model as well as Physical Model of the trading system using MS Visio.
* Handled requirement churn and triple constraints during the project by assisting in Impact Analysis.
* Developed good knowledge of Equities, Derivatives (Futures, Forwards, Swaps, Options), Exchange Traded Funds (ETFs) and Portfolio Diversificationin trading long and short strategies across various platforms.
* Solid understanding of Reference Data (pricing feeds and client data) and Data Analysis for real time market valuations.
* Developed good understanding of different phases of the Trade Lifecycle such as Account Setup, Trade Order Generation, and Trade Order Execution, Order Settlement.Worked with middle office and back office for Transaction management, trade capture &reporting for the required financial instruments.
* Strong knowledge in FATCA and CFTC regulations to integrate compliant reporting systems.
* Used JIRA for requirement tracking, issue tracking, and requirement traceability.
* Assisted ETL developers to map data from different sources (Bloomberg B-Pipe and Thomson Reuters) and perform transformations for all the assets such as equities, fixed income and derivativesto the traders system enabling them to upload the order & transaction details as and when the business required.
* Assisted in increasingData Integrity by performing Data Normalization, Data Standardization and Data Indexing to maintain accuracy and effectiveness of data using Informatica Data Quality.
* Handled requirement churn and triple constraints during the project by assisting in Impact Analysis.
* Assisted in writing Test Plans, Test Scripts and Test Cases and assured that all aspects of a Project are in compliance with the Business Requirements. Logged down the defects and managed them in JIRA.
* Performed SQL Queries and stored procedures to pull necessary data from Bloomberg and Thomson Reuters.

**Environment**: Scrum Waterfall Hybrid, [Balsamiq](http://balsamiq.com/)Mock up screens, MS Office 2013, MS Visio 2013, MS Project 2103, Oracle 11g, Java, JIRA, Bloomberg B-Pipe, Informatica Data Quality, Informatica Power Center.

**Axis Bank, Mumbai, India Aug 2013-Sep 2014**

**Systems Analyst**

**Responsibilities**

* Facilitated meeting and arranged **JAD sessions** with business users for requirement gathering.
* Performed requirements analysis, formulate and define systems scope and objectives through user needs and an understanding of business systems and industry requirements.
* Developed documentation for various stages of the Software Development Life Cycle **(SDLC)**, including Functional Designs and Test Cases. Provided functional support and guidance to application changes.
* Served as a **liaison** between business team and the project team by assisting the business in identifying, understanding and documenting their business needs and requirements.
* Created **AS-IS** and **TO-BE** business **process flow diagrams**, integrate process flow diagrams to show end-to-end business model including swim lanes for the elicited business requirements.
* Responsible for preparing **Software Requirement Specifications (SRS)** and **Functional Requirement Specifications** and performing **Gap Analysis** to check the system compatibility with the new requirements.
* Created use cases and designed use **case diagrams class, sequence diagrams** and **activity diagrams**.
* Used **SharePoint** for content management and document management. Assisted in gathering requirements for the **GUI (Graphical User Interface)** Screens and designing mockup screens using **Balsamiq**.
* Added and configured various transformations like **lookup, derived column, data conversion, aggregate, conditional split, merge, row count, union**, **select and join** pertaining to data.

**State Bank of India, Hyderabad, India Oct 2012-Jul 2013**

**Scrum Master/ SQL Developer**

**Responsibilities**

* Participated in creating **Database Objects** such as **tables, views, stored procedures, indexes and triggers**.
* Designed **database tables** to store the data coming from different applications and determining what data is returned or received from the applications. Used **DDL and DML** for writing triggers, stored procedures, and data manipulation.
* Performed **Data Modeling** using **Erwin** and created **Entity-Relationship diagrams** for the new databases.
* Defined **primary keys** and **foreign keys** for tables and used constraints in order to maintain data integrity.
* Prepared **Business Requirement Document (BRD)** and assisted in the preparation of **System Requirement Specification (SRS**).
* Created Drill-down, Drill-through, linked, lists, templates and sub reports. Created, modified and maintained client tables for deposits, payments, loans and mortgages.
* Used **SQL** queries like **Select and Join** to retrieve data from SQL server and Oracle Databases.
* Proficiency in creating simple tabular and matrix reports using **SSRS**. Involved in design/developing, managing and deploying reports in MS SQL Server environment using **SSRS**.
* Worked closely with the Database Administrator in creating the database and maintaining the database components and participated in designing how the data should be organized and how data should be displayed.
* Written **stored procedures and triggers** to implement business rules. Created documentation as required.

**EDUCATION:**

Bachelor of Commerce from Osmania University, Hyderabad, India.