**Anusha Panchagnula**

**Business Analyst**

 **Phone: 314-451-1570 | Email: anushapanchagnula@thesoftmail.com| Location: NJ**

 **Summary**

* 4+ years of professional experience as a Business Analyst with transforming business process requirements into Functional Requirements, Functional Specifications, Business Process Mapping, and Modeling.
* Good knowledge of Risk analysis, GAP analysis and Cost/Benefit analysis to better understand the mechanics of the existing & proposed systems.
* Experience in all stages of Software development life cycle (SDLC) starting from gathering Business specifications, analysis, design, development, testing, and implementation of projects using various methodologies like Agile/Scrum and Waterfall.
* Proficient in writing Business Requirement Document (BRD), Functional Requirement Document (FRD), Software Requirement Specification (SRS), Requirement Traceability Matrix (RTM).
* knowledge of the Test Director to manage testing and defect life cycles and map requirements to test cases.
* Well knowledge of conducting Joint Application Development (JAD) sessions with project sponsors, SMEs, end users, development and testing team to understand business needs and facilitate documentation of business requirements and product backlogs.
* Good Knowledge of defining the Business Process Model and preparing complex functional requirement documentation.
* Good Knowledge of Creating defect tracking using HP Quality Center and JIRA and reviewed them in subsequent iterations of the application development process.
* Having knowledge of Rational Clear Quest to report defects and chain management.
* Knowledge of Writing SQL queries to pull out errors and sorting them as per classification.
* Proficient in the development of Process improvement procedures for short- and long-term support requirements and stored in a SharePoint document library.
* Well verse in UML-Use Case diagrams, Activity Charts, Activity diagrams, Site-Mapping, Sequence diagrams, Data Flow Diagrams, and ER Diagrams using Rational Rose and MS-Visio.
* Proficiency in MS Project to manage deadlines, schedules, analyze project information, and interact with different teams.
* Experience in working with different operating systems like Windows and Linux.
* Excellent Leadership, Technical, Communication, Analytical and Problem-Solving skills, and ability to get on well with people including cross-cultural backgrounds.

**Education**

**Master of Business Administration in Finance**

New Jersey City University, NJ

**Skills**

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| Methodologies: | SDLC, Agile, Waterfall, Scrum |
| Documentation: | FRD, BRD, SRS |
| Reporting Tools: | MS Project, MS Excel, MS SharePoint, Crystal Reports  |
| Analysis: | Cost/Benefit Analysis, Impact Analysis, GAP Analysis, Risk Analysis |
| Tracking / Other Tools: | Jira, Microsoft Visio, Rational Rose, HP Quality Center, JAD, Rational Clear Quest, Test Director, RTM, SQL |
| Operating System: | Windows, Linux |

**Experience**

**Liberty Mutual Insurance, MA | Aug 2019 - Current**

**Roles: Business Analyst**

Liberty Mutual has offered quality Insurance product and services designed specifically to meet the changing insurance needs of customers, the company offer products for all segments of the marketplace, including: P&C insurance and life for catering the customer’s requirements.

**Responsibilities:**

* Used Agile with Scrum methodology throughout the project, Involved in weekly and daily basis release management.
* Responsible for preparing Business Requirement Document (BRD), Functional Requirement Document (FRD), and Software Requirement Specification (SRS) then translating into functional specifications and test plans.
* Conducted Joint Application Development (JAD) sessions with IT groups and Identified the Key Changes and participated in Stakeholder Management to communicate effectively with them.
* Used SharePoint to document project processes and procedures, communicate requirements and version control them.
* Created defect tracking using JIRA and reviewed them in subsequent iterations of the application development process.
* Involved in Sprint planning meetings to prioritize backlogs for design and development and, participated in Sprint review and retrospective meetings to identify gaps in the project and address them in subsequent sprint cycles.
* Performed Document Analysis and created process flow diagrams to understand the AS-IS process and collaborated with the team to design the TO-BE process based on the gathered requirements.
* Work closely with the project manager in preparing the project schedules, milestone tracking, and resource allocation using MS Project.
* Coordinated with the development and testing team to conduct white box testing on the new application and database systems using HP Quality Center.
* Worked on several reporting tools like Crystal Reports to help the company build a strong reporting process for effective management decisions.
* Involved in database design and write complex queries to generate customized reports in SQL.
* Prepared graphical depictions of Use Cases, Use Case Diagrams, State Diagrams, Activity Diagrams, Sequence Diagrams, Component-Based Diagrams, and Collateral Diagrams and creation of technical design (UI screen) using MS Visio.

**Environment**: Agile/ Scrum, BRD, FRD, SRS, JAD, SharePoint, JIRA, SQL, HP Quality Center, Crystal Reports, MS Visio.

**Adons Softech, India | Jan 2015 – Nov 2017**

**Role: Business Analyst**

Adons Softech is a software solutions provider which offers a broad set of global computes, storage, database,

analytics, application, and deployment services that help organizations move faster, lower IT costs, and

scale applications.

**Responsibilities:**

* Utilized the Software Development Life Cycle (SDLC) like Waterfall to configure and develop process, standards procedures.
* Prepared the Business requirement document (BRD) and functional requirement document (FRD) for the enhancement of the existing services.
* Initiated JAD sessions between the end-users and the development team as a part of the requirement elicitation process.
* Understand the real end-user needs and analyzing their requirements on different platforms performing a cost-benefit analysis and Risk analysis.
* Interviewed Business Users to gather Requirements and analyzed the feasibility of their needs by coordinating with the project manager and technical lead.
* Employed Rational Clear Quest for effective Change Management and bug tracking during the testing lifecycle.
* Created relationships in Requirement Traceability Matrix (RTM) linking Business Requirements to Functional requirements and Functional Requirements to Systems Requirements.
* Customized the application with defect tracking tool Test Director and logged all the defects with screenshots and Linked the requirements with the defects and test cases for better traceability.
* Prepared reports and getting them validated by project managers.
* Created project plans, style sheets, and templates to analyze and estimate feasibility, cost, time, and general guidelines for the project team.
* Involved in developing UML, use case diagrams, Class diagrams, and Sequence diagrams using Rational Rose.
* Used MS Office extensively (Word, Excel, PowerPoint) for analysis, presentation, and documentation throughout the project.

**Environment**: Waterfall, BRD, FRD, JAD, RTM, Test Director, Rational Clear Quest, Rational Rose, MS Office.