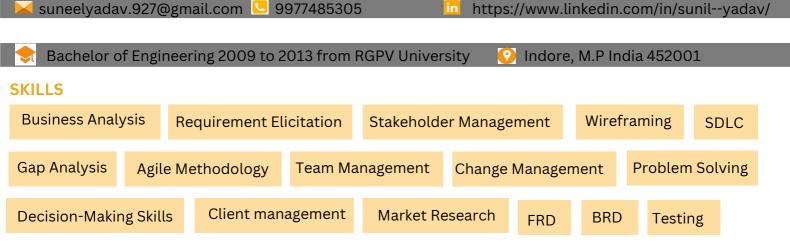
Sunil Yadav

Sr. Business Analyst| Certified Project manager| Scrum master

Business Analyst professional having strong analytical and leadership qualities with diverse experience, willing to work as Business Analyst. Bringing to the forefront a visionary mindset and understanding of product development lifecycle from research, requirement elicitation, solution design, implementation. Blend of my experience and expertise can help introduce innovations and improvisation to the products.



PROFESSIONAL SUMMARY

- Having 8.8 years of professional experience as a Business Analyst in full software development life cycle with analyzing and implementing workflow processes, Business Process Analysis, Modeling Techniques, Requirements Gathering, Creating Wireframes/Mockups, providing Process Improvement recommendations,
- Detail oriented, customer focused team player; experienced in handling multiple projects simultaneously.
- Experienced in SDLC methodologies like, Agile, Waterfall and documenting detail Business Requirements (BRD), Functional Requirements (FRD), System Requirements, planning Test Strategy, and Test Scenarios for System Testing,
- Thorough experience in using tools like MS Visio, MS Office, Jira, confluence Figma and Balsamiq.

WORK EXPERIENCE

Senior Business Analyst/Product coordinator at Supersourcing Technologies Pvt Ltd

(May 2022 till Present, Indore)

Roles & Responsibilities

- Analyzed Business requirements and System specifications and defined Use cases from requirements to help convert them into software specifications.
- Verified the functional aspect as per the Business Process Workflows and validated the interfaces with the other systems.
- Worked in Agile environment and involved in sprint planning.
- Participated in Scrum meetings to handle unpredicted changes and effectively deliver the product with in the given deadline.
- Created Use Cases, Work Flows, and Screen mockups using Adobe XD, Figma and Balsamiq, so the developers and other stakeholders can understand the Business Process with possible alternate scenarios.
- Acted as the liaison to the Business and developers to answer functional questions and ensure the approach meets Product requirements.
- Generated weekly status reports to the Manager & scheduled weekly status meeting with the Project team and the Technical team to discuss progress statuses, issues and concerns.
- Performed testing of the functionality of the application by inserting varying data on different test runs
- Developed Test Strategy and Test Plans to ensure that Test cases reflect user needs for Functional, User Interface, and Usability
- Managed, documented and controlled all the Requirements, Test cases, Test scripts and Test

- Involved in kick off meeting with the entire team.
- Managed defect reporting and tracking through the Jira and Mantis.
- Documented and monitored all the QA and UAT defects and coordinated issue resolution with the developers and Users for prompt and efficient solutions.
- Conducted meetings with Core team on getting the approval for created Balsamiq screens (mockups).
- Created a process to Sign off of Business deliverables including Use cases, Business Rules, wireframes and detail requirements.
- Participated with the meetings with change control board for the modified requirements from the business team.
- Acted as a liaison between Correspondence team and Business team in providing the business requirements and also to discuss the feasibility of requirements.
- Conducted meetings with the Interfacing team (collections team) to provide the requirements which affects the other domains.
- Updated the sprint backlog and participated in daily scrum and stand up meetings.

Senior Business Analyst at Codiant A- Yash technology company pvt Ltd

(Jan 2021 to April 2022, Indore)

Roles & Responsibilities

- Involved in overall activities related to Business Strategic Planning & IT-automation for Projects
- Designing & implementing various ideas of process & system enhancement for product improvement
- Prepare Use case, user story document and Developing wireframes for the project.
- Engagement with key stakeholders and business owners to prioritize the business problems & opportunities for further technical enhancement for internal & external operations.
- Organizing & Lead Requirement Gathering (Elicitation) meetings using techniques like Interviews, Questionnaires, Interface Analysis, Document Analysis, Brainstorming Sessions and Focus Group Discussions
- Prioritization of requirements using MOSCOW and Business Value methods followed by documenting as BRD, FRD, Change Request
- Performed quality assurance (functional testing) and user acceptance testing (UAT) facilitating ontime & acclaimed "go-live" of the application.
- Act as SPOC for all project activities liaising with delivery managers
- Managing the team of developers, testers and designers individually for end-to-end project completion
- Working in liaison with designers during the designing phase thereby keeping the clients in loop for finalization
- Collaborating with Front-end, Back-end and QA Teams for explaining the requirements throughout the project development
- Managing change requests or out of scope work by taking required calls with the development team for time and cost estimations
- Communicating weekly updates to client regarding the project work status and ensure customer satisfaction
- Hosting review meetings to monitor progress of the project as per schedule/ budgets, and ensuring timely completion and delivery of project to the client

Business Analyst at Engineerbabu IT services Pvt Ltd

(Jan 2014 to Novl 2020, Indore)

Roles & Responsibilities

- Formulating proposal documents for the client before finalizing the project
- Formulating Work breakdown structure
- · Organizing calls with client for end-to-end requirement gathering
- Defining industry solutions through ideation, conceptualization and detailing to identify efficiencies/ alternatives

- Developing wireframes, and drafting Use Case Specification for the project.
- Managing the team of developers, testers and designers individually for end-to-end project completion
- Working in liaison with designers during the designing phase thereby keeping the clients in loop for finalization
- Collaborating with Front-end, Back-end and QA Teams for explaining the requirements throughout the project development
- Managing change requests or out of scope work by taking required calls with the development team for time and cost estimations
- Participate in early discussions with prospective customers and build relationships.
- Plan, prepare, and conducted presentations & product demos for clients, with the support of the sales team wherever needed

TECHNICAL SKILL

Tools- JIRA, Trello, LucidChart, Draw.io, MS Visio, Balsamiq, Mantis, Confluence, MS Teams, Adobe xd and Figma

Methodologies-Scrum, Agile, Waterfall

CERTIFICATES

Google project management Scrum Master certificate Coursera Business Analysis fundamentals Udemy

PROFESSIONAL ACCOLADES

- Received **Customer Kudos Award** from employer to provide exceptional customer satisfaction and smooth requirements elicitation for all projects.
- Received several Recommendations on LinkedIn from clients.
- Received- Employee of the month, Consistance performer and Pillar of Company award

PERSONAL DETAILS

DOB: Jan 06, 1989 | Language: English, Hindi