Abhinay Bandal

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Business Analyst

Profile: Managing Business Processes and Project related activities. Analyzing the As-Is Process to visualizing the To-Be Process with the Stake Holders.

Skills:

- Requirement Gathering
- Problem Solving
- Technical Writing

- Documentation
- Communication
- Technical Design

- Data Analytics
- Process Mining
- Research

Experience:

Rabbit and Tortoise Technology Solutions:

Sept-19 – Present (2 years)

- Conducted conferences with key business users to collect information on business processes.
- Implemented Waterfall and Agile methodologies while developing the projects
- Reviewed files, records and other documents to obtain business information and key data informing responses to development requests.
- Improved business direction by prioritizing customers and implementing changes based on collected feedback.
- Analyzed key aspects of business to evaluate factors driving results and summarized into presentations.
- Documented business processes and analyzed procedures to align with changing business needs.
- Research various stuff and suggest appropriate solutions to the customers.
- Created workflow diagrams to clearly demonstrate Business Processes
- Mapped current business and operational processes and recommended areas for improvement.

Projects:

- **HMIRAR: Hanover Reimbursement and Reconciliation (Client – Hanover):**
  A platform which replaces an existing manual process to and integrated automation process of creating and submitting a reimbursement request. An end to end life cycle of a claim including of introducing a claim to the system, approving, assigning, generating a defined reimbursement template for each quarter and submitting it to MCCA until its closed. To create a success of the above mentioned, I worked closely from understanding the requirements, analyzing data from different sources, consolidating it, wire framing an easy to use platform and building it into a usable one. Reconciliation is the immediate next part of this project which includes reverse

mapping of and report generation of the amounts reimbursed by MCCA which is in progress right now.

- *AOP: Annual Operating Programs* **(Client - Amdocs):**
An Automation Project with helps teams plan their annual programs at the start of the year based on the budget allocated to them by the Admin. Users have the freedom to update these plans throughout the year resulting into forecast plans. Admin then uploads multiple reports to compare it with the POs generated for the given month and check whether they are booked in the recently uploaded GL report. This further generates Accrual values during each month and its carry forwards and negotiations. Finally, the Actual Values are calculated which are then compared with the plans using Dashboards and Graphs.

- **Guide star (Client - Anonymous):**
An Automation Project designed to extract data specific as Gross Receipts, Assets, Registration etc. using UI path and Automation Anywhere tools from the Guide star portal on daily bases and exporting it into excel. Documenting the existing Manual Process and Automating Process in Process Design Document.

- **NIT: New In Training (Client – Amdocs):**
Maintaining the existing portal while in the development phase of the AOP Project. Understanding the existing application and providing solutions to any new requirements while updating the existing documents. The project included creation of RC, assigning training plans and cross-verifying the fulfilment of the assigned planned. Project was created for people inside the management to have end to end tracking system of the new joiners and their plans.

Certifications:

- *UI Path* – Foundation and Business Analyst Training

Education:

- Bachelor of Engineering – Sinhgad College of Engineering (Pune University) – First Class
- Higher Secondary – HSC – 79.45%
- IELTS Score – 6.5
- Secondary – SSC - 79.45

Miscellaneous:

- Represented the organization in various events, benefitting the company by creating contacts while explaining to the stakeholders the organization's services.
- Open for client facing as well as management roles.
- Familiarity with MS Project
- Open to profiles that match my skills and responsibilities.
- Willingness to travel to other places, if required.
- LinkedIn - https://www.linkedin.com/in/abhinay-bandal-aba03ba6/