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| Aditya  Asija  *Business Analyst*  **CONTACT**  ***Phone:***  +91-9871074149  ***E-mail ID:***  aditya.asija1@gmail.com  ***Address:***  H.No: 1052, Sector-9,  Gurgaon, Haryana  ***Linkedin:***  linkedin.com/in/aditya-asija  **QUALIFICATION**  ***Graduation:***  B.Tech (IT), WCTM Gurgaon, 2011, ***71%(Hons. Degree)***  ***Schooling:***  12th, 2007, SNSPS, ***71%***  10th, 2005, DMA-1st, ***71%***    **Tools Knowledge**   * ***IBM Maximo*** * ***Cognos*** * ***BIRT*** * ***SAP*** * ***MS Word*** * ***MS Excel*** * ***MS Power Point*** * ***MS VISIO*** * ***SQL*** * ***QlikView*** * ***Salesforce.com*** | Dedicated Business Analyst who is able to collect human data and translate that accurately into computer functionality. Adept at analyzing corporate problems and recommending solutions, working to create more business efficiency and utilizing computer networks to their maximum abilities.  **AREAS OF EXPERTISE**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | *Business Analysis* |  | *Strategic  Planning* |  | *Report  Creation* | |  |  |  |  |  | | *Process Improvements* |  | *Relationship  Building* |  | *Functional Testing* | |  |  |  |  |  | | *Peer  Training* |  | *Task Scheduling  & tracking* |  | *UAT* |   **EXPERIENCE**   |  |  | | --- | --- | | ***Consultant***  ***Tenure: Jan-19-Till Now*** | Company: IQVIA | | * Managing the analysis of large-scale IT projects and implementing specified solutions. * Helping clients in integrating **Salesforce** and Other reporting tools like QV. (Pharma Client: Curatio) * Capturing and analyzing the In-Market Sales and channel inventory. * Creating Functional specification documents and flowcharts in MS Visio. * Analyzing the existing systems and creating **documents such as BRS and SRS.** * Creating and working for business growth plans * Liaising with development team and providing relevant data and guidance for business improvements * Designing and troubleshooting an adaptable workflow system * Facilitating change and configuration management. * Validating the functionality of the end product according to the requirement specifications. * Preparing technical user manuals and Change Request documents. | | | ***Business Analyst***  **Tenure:** Sep-17-Jan-19 | Company: ***Becton Dickinson***  **Project:** In-Market Sale | | ***Responsibilities:***   * Responsible for the analysis of existing business practice and providing budgetary and technical solutions for growth and improvement. * Analyzing the existing systems and creating **documents such as BRS and SRS.** * Creating **Functional specification documents** and flowcharts in MS Visio. * Analyzing and decomposing complex requirements and provided solution using **Salesforce**. For Example: Opportunity Tracking and Call Planning which were earlier done on Excel. * Creating and Maintaining the Special Rate Agreement process on SFDC to automate Claims Process. * Creating reports in Salesforce for the Leadership team. * Creating and working for business growth plans * Liaising with development team and providing relevant data and guidance for business improvements * Designing and troubleshooting an adaptable workflow system * **Testing** the Developed solution and conducting UAT on Salesforce. * Facilitating change and configuration management. * Validating the functionality of the end product according to the requirement specifications. * Preparing technical user manuals and Change Request documents. | | | ***Business Analyst***  **Tenure**: Jan 15-Sep-17 | Company:***Wipro***  **Project**: Indian Air Force | | ***Responsibilities***:   * Analyzing the existing systems and creating **documents such as BRS and SRS.** * Creating **Functional specification documents** and **flowcharts** in MS Visio. * Analyzing and decomposing complex requirements. * Performing **gap analysis** and recommending solutions. * Fulfilling the role of a **subject matter expert** in requirement elicitation. * Preparing **Dashboards in maximo** and **reports in Cognos tool.** * Supervising the development of the product as per the specifications. * **Testing** the Developed solution and conducting UAT. * Facilitating change and configuration management. * Validating the functionality of the end product according to the requirement specifications. * Preparing technical user manuals and Change Request documents. | | |  | | | **Tech Writer**  Sep13-Jan15 | Company: ***Genpact***  **Projects:** GE, Doral bank, McKesson | | ***Responsibility***   * Writing **SRS (Solution Requirement Solution) and BRS (Business requirement Solution) documents**. * Preparing functional specification document for various SAP application. * Working on the **Analysis phase** of the project to create timelines and project schedule. * **Consulting/communicating** with SME. * **Testing** the Developed solution. * Creating dashboard and reports. * Writing **software manuals and SOP’s** | | |  | | | **Tech Writer**  Apr12-Oct-13 | Company: ***NIIT***  **Projects**: SAP and GDD | | ***Responsibility***   * Writing **SRS (Solution Requirement Solution) document**. * Working on the **requirement gathering phase** of the project. * Reporting/co-coordinating with project managers. * **Consulting/communicating** with SME client/in-house. * **Testing** the Developed solution * Uploading, deploying, and managing different outputs on cloud. * Writing Standard Operating Procedural documents | |   **INTERNSHIP**   |  |  | | --- | --- | | **Organization** | **Rico Auto Industries Ltd., Gurgaon** | | **Duration** | **6 Weeks** | | **Topic** | **SAP** | | **Attainments** | The internship focused on the functional knowledge such as method to create Bill of Material, handling rate & norm routing and controlling storage location. | |