





SONRAJ GAONKAR

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Dear Hiring Managers,

Thank you for the opportunity to submit my application for the discussed position at your organization, which has been advertised on LinkedIn. With over 7 years of experience supporting strategic business vision and growth, I believe that I am a perfect fit for this role and would be a valuable addition to not only your team but the whole company.

As part of my current role as a Business Analyst at TATA Consultancy Services Limited, my key responsibilities include:

- Devised innovative and disruptive ideas for the solution improvisations areas so as to automate unnecessary manual interventions and thereby decreasing annual business costs & expenses. Worked closely with Product Owner and other Business Analysts within the program to ensure integrity of the end-to-end solution.

- Accomplished consensus from all interested parties who would have power or/and influence across Business Change plans and updated about the business development strategy & plan.

- Facilitated the maintenance and reporting of benchmarks and performance metrics for analysis & comparison of Proposed with Realized Business Benefits for further strategic decision-making.

- Conducted weekly scrum meetings to ensure each team's work is progressing to meet the monthly sprint deadlines. Lead the backlog grooming meetings across each sprint for enhancements/changes in the user stories for updating in the next sprint.

- Articulated & Devised precise documents for the Benefits Measurements stories with the pursue to gain more Award Recognitions.

- Directed, mentored, and managed 3 subordinate business analyst's tasks in line with the needs of the entire project, through open and honest communication and collaboration. Assisted in managing the bandwidth of team members by evaluating their knowledge base and assigning projects accordingly, while still making sure to provide opportunities for cross-functional knowledge transfer to grow each member's skills and capabilities.

- Conducted interview sessions with potential BA candidates for placement within Projects and occasionally across the Organization.

- Recognized by leads and managers for achieving extraordinary results and constantly delivering superior performance within committed deadlines.

Among my peers, I am regarded as an analytical whiz with expert problem-solving skills. Furthermore, I have a proven track record of translating, documenting & managing stakeholder requirements into tangible deliverables, understandable across all stakeholders resulting in delivering measurable benefits.

BCS, IIBA & PMI Certifications have further strengthened my competencies to build Industry Compatible Profile and assisted me to become more knowledgeable, skilled, and well-trained.

My resume is enclosed and will give you further insight into my skill sets, accomplishments, and experience in this field. I look forward to discussing my application with you further. I appreciate your time and consideration.

Sincerely,
Sonraj Gaonkar
