|  |  |
| --- | --- |
| **Siddiq Ahmed** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| PRODUCT OWNER/  BUSSINESS ANALYST | A determined, analytical Product Owner, combining business analysis, product development, and technical know-how to spearhead business solutions. Strong expertise in defining requirements and outlining specifications to create high-quality products to customers, and proactively implementing improvement processes to accelerate user stories creation. Highly skilled in collaborating with cross-functional teams to optimize results. Demonstrated interpersonal and communications skills that proved crucial to leverage project performances.  **Core Competencies**   |  |  | | --- | --- | | * Product Development * Project Management * Technical User Stories * Strategic/Business Planning | * Process Improvement * Client Relationship Building * Agile/Kaban Methodology * Marketing Campaign | |
|  |  |
| TECHNICAL  PROFICIENCIES | |  |  | | --- | --- | | **Tools** | Microsoft Office Suite (Word, PowerPoint, Excel, Outlook), Confluence, TFS, ServiceNow, Agile Methodology, Kanban Methodology, Windows 2016, 2012, 2008, 2003 servers | |
|  |  |
| PROFESSIONAL  EXPERIENCE | Product Owner/Business Analyst , Taxact, Irving, TX **Product Owner/Business Analyst** (2018 Oct to 2020 Aug)  Partnered with program managers, developers, system engineers, other product owners, and testers to establish features and technical user stories within Agile and Kanban Methodology environment. Oversaw translation of features into user stories in team's backlog while articulating stakeholder's requirements.   * Communicated project deliverables and resource requirements to team leads and management, while leading scrum meetings and accomplishing targeted deliverables and deadlines. * Spearheaded opportunities to improve customer satisfaction and benefit by communicating product value proposition and facilitating translation of customer insights into recommendations for product strategies. * Developed and deployed Change Request (CR); awarded for leading over 50 deployments in one tax season. * Monitored, tracked and reported website traffic using Google Analytics.   First National Tech Solutions, Omaha, NE  **Technical Analyst** (2018 Mar- 2018 Aug)  Spearheaded analysis of business requirements to enforce technical viability, incorporating project specifications according to stakeholder needs. Reengineered and configured virtual machines in Windows 2012/2012R2/2016 while conducting work in 2016, 2012, 2008, 2003 servers.   * Managed defect to provide enhancements to fulfil customer expectations. * Collaborated with cross-functional teams to evaluate and validate complex project scenario.   Jashn Planners, Schaumburg, IL  **Founder & CEO** (2016 Dec to 2018 Dec)  Directed digital marketing campaigns to elevate data seminars. Conceptualized and developed targeted events based on client's needs, budgets, and expectations while managing team of vendors, caterers, photographers, and transformation services to deliver superior service.   * Built and fostered partnerships with vendors to advance event goals and enhance customer satisfaction. * Leveraged social media marketing to maximize sales and client relationships while garnering reviews through customer interview and feedback analysis. * Evaluated Key Performance Indicators and metrics for sales, customer success, and marketing to implement strategies based on best practices, leading to increase in bookings.   Journey Circuits, Schaumburg, IL  **Business Analyst Intern** (2015 Sep to 2016 Sep)  Administered executive level reporting to define status reports and capacity plans to advance company goals.   * Developed solid business relationships with clients to drive sales and revenue. * Grew client database by outreaching companies and persuading to order through Journey Circuits.   **Sales Associate**, Office Max, Bloomingdale, IL, 2013-2014 |
|  |  |
| EDUCATION | **Bachelor of Business Administration**, 2016 DePaul University, Chicago, IL |
|  |  |
|  |  |
|  |  |