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| TANUSHree MAHale  Flat no. B2-101, The Crest, Shiv Sai Road, Pimple Saudagar, Pune-411027 ·  Phone- 9923026782  Email – Tanushree.mahale@gmail.com  LinkedIn Profile - https://www.linkedin.com/in/tanushree-mahale-4358ab23/ |
| **PROFILE SUMMARY:**   * Over 5 years of rich, end-to-end Business Analysis experience in the IT and Financial Services industries, CLM domain, E-learning domain and Accounts Payable domain; expertise in full software life-cycle implementation, upgrades, production support, rollout & enhancement from business analysis, testing, cut-over & migration, go-live assistance till post implementation support. Technical and business knowledge of Compliance functions - Regulatory Compliance - AML, Client Due Diligence and KYC. Made successful use of the opportunity to become part of vendor management and negotiations. Successfully managed high-profile regulatory and compliance projects globally. Excellence in designing solutions for wide range of scenarios. Expert understanding of SDLC processes and Agile flavored development methodologies (Waterfall, Scrum, Agile Framework, Principles). * Proven record of smooth delivery of any project by involving end to end activities of SDLC. * Involvement in pre-sales, requirement gathering, requirement analysis, documentation, monitoring development, testing, maintenance and support. * Excellent technical writing skills to create Business Requirements Document (BRD), Functional Specifications Document (FSD), Nonfunctional Requirements Document, User Manual and Use Cases Specifications * Excellent business, communication, and presentation skills. * Expertise in validations, reviews and getting back to the client to prepare end reports. * Adept in Coordinating extensive communication networks by interviews, written correspondence, escalations, change requests (CR), oral presentations, to keep executive staff and team members apprised of goals and project status, and resolve relevant issues and conflicts * Well versed in Requirements/Change Management, Impact Analysis and Gap Analysis * Interviewed SMEs and Stakeholders to get a better understanding of client business processes and gather business requirements * Experience in developing Scope/Vision Documentation, Project Plan, tracking Project Process, and managing resources to ensure successful delivery * Experience in process modeling using UML (Use Cases, Sequence Diagrams, Activity Diagrams, etc.) * Excellent Team player to work in conjunction with testers (QA), developers and other team members in validation and testing of complex project scenarios and in the maintenance of Quality Standards of projects. * Strong Analytical and Problem-Solving skills, Multi-Tasking abilities, with proven experience in utilizing people and process knowledge to assist enterprises in making critical decision. * Project sign-off with UAT analysis performed on client’s side platforms. * Throughout involvement in project Lifecycle. |

# Experience

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| August 2019 – PresentFunctional consultant, ICERTIS PVT. LTD, ICC tech PARK, SB road, pune  * Assigned for ‘Google’ project * Understanding client’s business need and convert it into functional documentation with Level of effort in hours * Implementing the configuration on their legacy ICM (Icertis Contract Management) platform * Gathering customer needs, study market requirements and analyze gaps from company’s perspective * Working with the development team to enhance existing offerings/ customized offer on platforms * Working on Agile methodology wherein there are Sprints defined and we have to work accordingly. * Plan and modify products to meet customer needs.  Nov 2016 – August 2019Solution consultant, Exela Technologies, ICC tech PARK, SB road, pune  * Understanding client’s business need and convert it into functional documentation like solution diagram and Level of effort and estimates document * Preparing and conducting live product demonstrations and prototypes for product offerings * Responsible for organizing and building the value proposition for the prospect in conjunction with sales team * Gathering customer needs, study market requirements and analyze gaps from company’s perspective * Working with the development team to enhance existing offerings/ customized offer on platforms * Prepare case studies for different offerings and develop/deliver power point presentations for client interaction * Good project management exposure and delivery tracking (Coordinate among various teams/ dept. involved for developing / delivering the solution that satisfy client’s business needs.) * Assisting in change management * Prepare and deliver technical presentations that explain products or services to customers and prospective customers. * Confer with customers and engineers to assess equipment needs and to determine system requirements. * Collaborate with sales teams to understand customer requirements and provide sales support. * Secure and renew orders and arrange delivery. * Plan and modify products to meet customer needs. * Help clients solve problems with installed equipment. * Recommend improved materials or machinery to customers, showing how changes will lower costs or increase production. * Help in researching and developing new products. |
| march 2016 – october 2016business analyst, vodlo pty.ltd, teerth it park, pune  * Created Functional Requirement Specification documents - which include UML-Use case diagrams, Scenarios, activity, workflow diagrams and data mapping. Process and Data modeling with MS VISIO. * Discussed project plan with the onshore team to complete it on the given time. * Implemented the entire Agile methodology of application development with its various workflows, artifacts and activities. Developed business process models to document existing and future business processes and authored the same in version one application to track the User stories. * Analyzed user requirements, attended Change Request meetings to document changes and implemented procedures to test changes * Partnered with the technical areas in the research, resolution of system and User Acceptance Testing (UAT). * Used Bugzilla to track and report system defects and bug fixes. * Provided technical suggestion to the clients. * Coordinated with Development team and testing team to meet the requirement and deadline of the project. * Coordinated with internal Line managers / Stack holders to understand their requirement. Responsible for Business process plan & defining scope of requirement. * Assisted in developing project timelines/deliverables/strategies for effective project management. |
| MAY 2015 – MArch 2016business analyst, Gurujiworld technologies pvt. ltd., baner, pune  * Gathered Requirements from different sources like Stakeholders, Documentation, Existing Systems, and Subject Matter Experts by conducting Workshops, Interviews, Use Cases, Prototypes, Reading Documents, Market Analysis, Observations. * Engaged client to gather software requirements/business rules and ensure alignment with development teams and testing team. * Modeled the ERP modules to enhance the existing ERP system. * Translate stakeholder requirements into over 10 different tangible deliverables such as functional specifications FRD / BRD, user stories, workflow/process diagrams, data flow/data model diagrams, Validation and Meta data sheet, Wireframes (with Pencil) * Responsible for organizing and building the value proposition for the prospect in conjunction with sales team * Participated in Integration, System, Regression, Performance, and UAT |

# Education

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| may 2012Bachelor of Engineer (B.E) –Electronics and telecommunication, bharati vidyapeeth’s college of engineering for women, katraj, pune Pune University; scored 61 percentile |
| march 200612th hsc science, r.y.k college of science, nasik Nasik Board; scored 71.53% |
| march 200410th ssc, st.joseph’s high school, nasik Nasik Board; scored 80.13% |

# Technical Skills

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| * Modeling Tools : Microsoft Visio, MS Word, MS Excel and MS Power Point, Pencil * Modeling Techniques : Use Case Modeling, UML * Methodologies : Scrum, SDLC (Waterfall) * Operating System : Windows * Areas of exposure : Business Analysis, Requirement Analysis, Business Consulting,   Client Management, Project Management, Documentation |

# Personal details

* Date of Birth: 21st November 1987
* Languages Known: English, Hindi and Marathi
* Marital status: Married