

# Akshay Sahay

(Professional Business Analyst)



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## PROFESSIONAL SKILLS

- ▶ FRD , BRD , SRS
- ▶ Requirement Gathering & Analysis
- ▶ SWOT Analysis
- ▶ Stakeholder & Relationship Management
- ▶ Wireframes & Mockups

## WORK EXPERIENCE



### **Hestabit Technologies: Business Analyst: Feb 2024 – Present**

- > Drafted Business proposals for multiple requirements into various technology domains, including mobile app, web development & AI/ML.
- > Proactively generate leads via Upwork and conducted thorough research on prospective clients
- > Managed project kick-off meetings, and assisting functional timelines for project deliverables
- > Identified and implemented cost-effective solutions leading to optimal team efficiency and strict adherence to project milestones.
- > Built and maintained strong relationships with clients and cross-functional peers.



### **Etelligens Technologies: Business Executive : Feb 2023 – October 2023**

- > Generated standard and custom reports to summarize business, financial, and aspects of a project.
- > Drafted Bid Proposals for submission to potential clients and vendors
- > Designed detailed wireframes for web applications using prototyping tools.
- > Performed gap analysis on current systems and proposed solutions.
- > Managed multiple concurrent tasks in a fast-paced environment.
- > Identified and documented business requirements utilizing Agile methodology.
- > Collaborated with developers to ensure that product designs meet customer needs.



## EDUCATION

- >Post Graduation Details : 2021 - 2023 (MCA)
- >Graduation Details : 2018 - 2021 (BCA)
- > Senior Secondary : 2017 - 2018 (Class XII - 65%)
- > Higher Secondary : 2013 - 2014 (Class X - 87%)