Divyanshi Jain *Business Analyst*

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- 📍 Noida

Seeking a challenging and interesting career that encourage my exposer and leadership skills to achieve personal and professional growth along with the substantial growth of the organization.

💼 PROFESSIONAL EXPERIENCE

2023 July – present
Noida

FinVachi Technologies, Business Analyst
- **Gathering requirements** from business users, writing detailed **Business requirement document** and **Functional requirement document** and getting BRD/FRD signed from the different stakeholders.
- **Creating Wireframes** for the proposed system sing open-source prototyping tools.
- Using **Agile Methodologies** as SDLC to ensure the development is on track and the requirement is as per what expected by the end user.
- Acting as a interface & **Bridging the gap** between various stakeholders & involved in **Stakeholder Management.**
- Project Management & defect tracking management in **Jira**.
- Various Domain **Experteis**.
- **International Client** Exposer.
- Basic **SQL** Knowledge.

2023 January –
2023 June
Noida

Impact QA, BDE
- Identify and prospect potential clients through various channels such as cold calling, networking events, and online research.
- Present and demonstrate the company's IT services and solutions to clients, highlighting key features and benefits that address their specific needs.
- Stay updated on industry trends, competitor offerings, and market developments to identify new opportunities and stay ahead of the competition.
- Maintain accurate records of sales activities, including leads, opportunities, and closed deals. Analyze sales data to identify areas for improvement and develop strategies to maximize sales performance.

2022 September –
2022 December
Noida

Nickelfox, Business analyst inter
- Assist in gathering and documenting business requirements from stakeholders through interviews, surveys, and workshops.
- Support the creation and maintenance of requirement documentation, including Business Requirement Documents (BRDs), Functional Requirement Documents (FRDs), and Use Cases.
- Communicate effectively with stakeholders to ensure clear understanding of requirements, project objectives, and deliverables.
- Assist in coordinating project activities, meetings, and timelines to ensure timely delivery of project milestones and deliverables.

- Take initiative to learn about business analysis methodologies, tools, and best practices through training sessions, self-study, and hands-on experience.

🧠 SKILLS

Requirement Gathering • **Technical Documentation** — BRD, FRD, User Stories, Use cases •
Stakeholder Management • **Jira Management** • **Agile Methodologies** • **Stakeholder Management** • **User stories** • **Wireframes**

📂 PROJECTS

Shuttle Track
Developed a comprehensive web and mobile application solution to meet the client's requirement for a shuttle tracking system. The project aimed to provide real-time monitoring and management of shuttle routes and schedules.

Insurance Management
Led the requirements gathering process for an insurance management project, focusing on developing key functionalities including onboarding, role management, advisor management, plan management, company name management, client management, and profile management.

🎓 EDUCATION

2020 July – 2022 August Gwalior, India	**MBA, Jiwaji Universty**
2017 July – 2022 August Gwalior, India	**BBA, Prestige Institute of Management**

🌐 LANGUAGES

Hindi ● ● ● ● ●   English ● ● ● ● ●