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Ishika Sharma

A passionate and highly energetic Business Analyst seeking to contribute to a reputable organization.

Location Preference: *Delhi-NCR, Gurgaon*

Profile Summary

- Experienced and professional Business Analyst with approximately **One Year** of valuable experience in business requirements analysis and gathering with conducting meeting & interviews with the stakeholders without missing any business requirements.

- Skilled in working with various engineering teams, tech stacks used in websites, mobile apps, software development, change management, and business transformation.

- Proficient in taking responsibility for drafting **BRD** (Business Requirements Document), **SOW** (Scope of work), **SRS** (Software Requirements Specification), and **FSD** (Functional Specification Documents) for the client on the basis of the business requirements.

CORE COMPETENCIES

- Requirements gathering
- Requirements analysis
- Drafting Key-points
- Drafting Business documents
- SOW, SRS, FSD drafting
- CR documentation
- User Manual
- Jira
- Water Fall
- Agile
- SDLC
- MS Office and Apps
- PPT

Currently associated with Mrmmbs Vision Pvt Ltd as Business Analyst.

Employment Details

Mrmmbs Vision Pvt Ltd - Business Analyst

July 2023 – Present

Mrmmbs Vision Pvt Ltd is an IT solution company, which provide customized website, mobile app, software development solutions to the client.

Requirements Gathering and Analysis:
- ✓ Collaborated with stakeholders to elicit, document, and analyze business requirements.
- ✓ Conducted detailed analysis of business processes and workflows to identify improvement opportunities.

Stakeholder Management:
- ✓ Acted as a liaison between business stakeholders and the development team to ensure clear communication and understanding of project objectives.
- ✓ Facilitated regular meetings with stakeholders to gather feedback, discuss project progress, and address any issues or concerns.

Process Improvement:
- ✓ Analyzed existing business processes to identify inefficiencies and recommended solutions for process optimization.
- ✓ Assisted in the development and implementation of new business processes and workflows to enhance operational efficiency.

Project Support:
- ✓ Supported project managers in project planning, scheduling, and tracking project progress.
- ✓ Assisted in preparing project status reports, presentations, and other project-related documentation.

Testing and Quality Assurance:
- ✓ Assisted in the development of test plans and test cases to ensure that solutions met business requirements.
- ✓ Participated in user acceptance testing (UAT) and worked with stakeholders to validate and verify the solutions.

Documentation and Training:
- ✓ Created user manuals, training materials, and other documentation to support the implementation of new systems and processes.
- ✓ Conducted training sessions and workshops for end-users to ensure smooth adoption of new systems and processes.

Academic Details

- B.Tech. from Uttarakhand Technical University, Dehradun, UK in 2023
- Polytechnic Diploma in Engineering from Uttar Pradesh Technical Board, UP, in 2020
- 12 from CBCS Board, in 2017
- 10th from CBCS Board, in 2015

Professional Certifications

- **Certificates on Foundation of Software testing and Validation from Coursera**

- **Certificates on Manual Software Testing + Agile with Jira Tool from Udemy**

Personal Details

Date of Birth: 15th November 2000
Languages Known: English, Hindi
Hobbies: Reading,
Nationality: Indian
Marital Status: Single

🏠   Vaishno Dham, Kankar Khera bypass, Meerut, 250001, UP