



Madhvan Pratap Singh

Business Analyst

My Contact

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📍 Noida U.P

Technical Skill

- Business Analyst
- SDLC
- Salesforce Service Cloud
- Agile Development Approach
- Project Management Framework
- Documentation
- Jira
- Software Testing
- Wireframe
- Sharepoint

Skills

- Team Collaboration
- Communication
- Multi-Tasking
- Leadership
- Time Management

Education Background

▬ *B.Tech - Computer Science* **2020**
College of Engineering Roorkee

Intermediate **2016**
State Board-Science

S.G Public School **2014**
High School - Science

About Me

A highly enthusiastic individual who is always keen to learn and explore, eagerly waiting for new opportunities for consistent growth, and a self-directed leader able to foster a collaborative and supportive team environment.

Professional Experience

▬ **SMALSUS INFOLABS Pvt. Ltd.** **July 2023- Oct-2023**
Business Analyst

- Working on SharePoint Task Management Assigning Task, see Status of Task, Priority, and Description.
- Assigning Daily Tasks to the Team Lead in the Internal Group Design/Development.
- Directly working with the SPFX Team for client-side SharePoint development.
- Check the Task Dashboard, Task view page, and SDC Task on a daily basis.
- Delete the Daily Test items on Sharepoint.

▬ **CCC INFOTECH Pvt. Ltd.** **March 2021- April 2023**
Business Analyst

I am working as a Business Analyst and my roles and responsibilities are:

- Requirement Gathering
- Documentations
- Mockup
- Gap Analysis
- Meeting with Stakeholders
- Testing and Implementation
- Analyze Business Process
- Training to end-Users
- Checking the Flow of Projects

▬ **QSPIDER ||Software Testing** **October 2020- Feb 2021**

Certificates

Google Project Management **March 2023**

Flosum Developer **April 2022**

Software Testing /Agile **March 2021**