


MANISH SHRIVASTAVA

Business Analyst

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Career Objective

Results-driven Business Analyst with 3 years of experience in analyzing business processes, identifying opportunities for improvement and implementing effective solutions to enhance operational efficiency

Additional Skills

- Requirement Gathering
- Data Analysis
- Critical Thinking
- Advanced Excel
- Sql
- Power BI Basics

Work Experience

2022, Aug - 2023, Sept
Wisethink
Information Solution

Business Analyst

- Creating Various flowcharts. requirement gathering documents like Business Requirement Documents, Functional Requirement Documents, User Manual, Use Case Studies, and many more.
- Direct Interaction with the clients to understand and analyze the scope of work and ensure alignment with business goals and objectives.
- Managing Projects of NSDC as a client and worked on two projects.
- Learns and understands the new applications of Zoho like Zoho CRM, Zoho Desk, Zoho Project, Zoho Sprints, Zoho Mail, Zoho Survey and many more.

2020, Oct - 2022, Jun
UXDLAB Software

Business Analyst

- Partner with sales teams to create contract-winning proposals for current and prospective clients.
- Collaborate with design and production teams to ensure contracted product specifications are executed on time and as agreed
- Worked on Various Project Management Platform like Asana, JIRA, Trello, Rock.so, and many more.
- Creating formal proposals like FRD, and BRD getting requirements from the clients more than 80+ documents

2019, Jun - 2020, Feb
Fluper Pvt Ltd

Business Analyst Internship

- Researching and analyzing a particular market
- Creating and building the formal proposals for the prospective client by gathering the complete requirements.
- flowcharts, workflows creations for projects.
- Wireframing for the UX team to get a better idea to create the high fidelity designs.

Education

2018 - 2020
Institute of Technology
& Science, Mohan Nagar

Master of Computer Application

2015 - 2018
Institute of
Management
Education, Sahibabad

Bachelor of Computer Application

Certifications

2015

Certification in Tally ERP

Steg Computer Education

2015

Certification in CCC

Steg Computer Education

2017

Diploma in Computer Hardware and Networking

Lal Bahadur Shastri Training Institute

2024

Certification in Data Analytics

Skillovilla

2024

Microsoft Excel - Beginner to Advanced Course

Udemy

Projects

Freshco Hypermarket Project

Given a particular data of a respective Hypermarket. We need to create a particular source file, an excel calculation sheet, and an insight and observation word file by observing various level analyses:

- a. Order level analysis
- b. Complete Rate Analysis
- c. Customer Level Analysis
- d. Delivery Level Analysis

Adding various columns to find out various figures of the data and put it in a document will help the respective person to review.

Also, the Excel sheet will take care of all the calculations with their respective formulas.

Links : <https://shorturl.at/ahA03>

Airline Database Capstone Project

Given that the Airline Database was already Created, Needed to answer queries based on questions.

Create a file that includes all the queries and output of the following questions.

Links : <https://shorturl.at/dirF7>

Swiggy Business Case Study Project

Given the Funnel Case Study Data of Swiggy Company and need to find out the following data:

- a. Sessions Data
- b. Chananel Wise Traffic Data
- c. Supporting sheet.

Calculating various figures of the data to find out various measures based on Traffic, Session, Orders and many more.

Creating a word document for all the analysis that will give the entire analysis and excel sheet to calculate all the necessary columns and run hypothesis testing.

Links : <https://shorturl.at/hnswN>

ShopNest Store Power BI Project

Given the various tables through which I have to run various analyses and create a finalized Power BI dashboard for the end user to review and answer the given question in a report manner.

Apart from that I have to create a dashboard report file with the PBIX file which encloses all the analysis and information about the project so a person can easily understand the analytics.

Links : <https://shorturl.at/tFGV1>

Extra Curricular Activities

- Participated in IT convention organized by ITS Mohan Nagar, Ghaziabad.
- Participated in Digital India Conclave organized by ITS Mohan Nagar, Ghaziabad
- Participated in Lakshya 2019 organized by ABES Engineering College.

Declaration

I hereby declare that the information is correct to the best of my knowledge and belief.

Date : April 18, 2024
Place : Ghaziabad

Manish Shrivastava