

Nawaz Alam

nawazalamba@gmail.com

<https://www.linkedin.com/in/nawaz-alam-6ba5a31a3/>

9667773171

Summary:

- A dedicated Business Analyst with 5.8 years of experience in Vendor Management System(VMS), Healthcare Insurance and Learning Management System (LMS).
- Thorough understanding of the Software Development Life Cycle (SDLC) and strong experience working in Agile/ Waterfall environments.
- Excellent interpersonal and communication skills to interact with both Business and Scrum team.
- Proficient in facilitating Requirement Gathering Sessions, Walkthroughs, Presentations, and meetings for communicating work status.
- Elicited and documented Business / Functional / Non-Functional requirements, created Traceability Matrix, developed key artifacts and diagrams using UML modeling tools.
- Competent in Unified Modeling Language (UML) for developing Use Case Diagrams, Process Flow Diagrams and Activity Diagrams using MS Visio & Draw. Io
- Well versed in supporting the management team in areas like Change Control, Quality Control, Defect Tracking, UAT, Risk Management, and Scheduling etc.
- Proficient in writing and executing Test Plans, Test Cases and Test Scripts.
- Ability to simultaneously work and manage multiple projects.
- Experienced in establishing and maintaining a high level of customer trust and confidence with client stakeholders.

Skills

- Agile
- Scrum & Kanban
- Waterfall
- Requirement Gathering & Elicitation
- Stakeholder Management
- Business Requirement Document (BRD)
- Function Requirement Document (FRD)
- Software Requirement Specification (SRS)
- Gap Analysis: AS –IS & To BE Analysis.
- Change Management Request
- Requirement Traceability Matrix
- User Acceptance Testing (UAT)
- Unified Modelling Language (UML)
- Use Case Diagram & Process Flow Diagram
- Wireframe & Prototyping
- Business Process Model and Notation
- Jira
- User Story
- MS. Visio
- Confluence
- SharePoint
- Microsoft 365
- Lucid Chart

Work Experience

Flentis Corporation: 29th Oct 2020 to 23th Feb 2024

Designation: Sr. Business Analyst

Project: Vendor Management System (VMS)

Client Name – Cross Country, Atrium and Ochsner Health

Roles & Responsibilities:

- Requirement Elicitation & Understand the requirement of the business stakeholders and deliver high-quality solutions using Agile Principles
- Worked in Agile (Scrum & Kanban) development projects and good experience in preparing the feature list of Product Backlog, Sprint Backlog through detailed User Stories along with Wireframe
- Provide Grooming Session to Scrum Team (Developer & QA) related to Current Sprint.
- Experience in developing document: Business Requirements Document (BRD), Functional Requirement Document (FRD), Software Requirement Specification (SRS) and Market Requirement Document (MRD).
- Review Test Scenario, Test Cases & Perform User Acceptance Testing.
- Collaborating with the design team to ensure that the UI/UX requirements are within the guidelines and modern-day standards.
- Performed & Maintain Requirement Traceability Matrix (RTM) document.
- Execute Functional level Demos in front of Client before the releasing the upcoming features into live environment (Production).
- Performed Impact Analysis, Gap Analysis: AS –IS & To BE Analysis.

Coditro LLP: 11th June 2018 to 28th Oct 2020

Designation: Associate Business Analyst

Project: HealthCare Claiming System and Learning Management System

Client Name – Adaptive Health & LEB

Roles & Responsibilities:

- Worked for multiple clients ranging from small business to large enterprises
- Eliciting and Gathering the Business Requirements from the Client
- Prepared BRD, FRD and MRD while working with different Software Development Model
- Comprehensive knowledge and Solid experience of Agile Methodologies- SCRUM
- Participated in Stand Off Meetings and Scrum Meetings
- Created Flow Charts, High-level, low-level diagram, Use Case Diagram using MS Visio.
- Created Wireframes based on the requirements and User Acceptance from the Client
- Experienced in writing Test Cases, analyzing bugs, interacting with QA and Development teams in fixing errors and assisting with User Acceptance Testing (UAT)

- Perform GAP analysis to find loop holes in project
- Involved in project coordinating activities like scheduling meetings, communicating with project resources, preparing, and leading presentations, working closely with project stakeholders and its project team

EDUCATION

Bachelors of Technology: Jaypee Institute of Information Technology June 2014 - May 2018

Senior Secondary School: National Institute of Open Schooling April 2012 - June 2013

Secondary School: North Point Children School (ICSE Board) April 1998 - May 2010

Hobbies

- Travelling
- Cricket & Football

Declaration:

I hereby declare that the above information is true to best of my knowledge.