



RAVINDER PAL SINGH

BUSINESS ANALYST

CONTACT

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EDUCATION

2023 - PRESENT
AMITY UNIVERSITY
• Master of Business Management

2019 - 2022
CSJMU, KANPUR
• Bachelor of Science

2018 - 2019
CBSE BOARD
• 12th Standard, 73.3%

2016 - 2017
CBSE BOARD
• 10th Standard, 95%

SKILLS

- Feature Listing
- Use Cases
- Functional Requirement Document (FRD)
- User Flow Diagram
- Wireframing (Balsamiq & Figma)
- Change Request Management
- Software Development Life Cycle (SDLC)

LANGUAGES

- English
- Hindi
- Punjabi

PROFILE

Experienced IT Business Analyst with 3 years in website and app development, specializing in requirements gathering, stakeholder management, and project coordination. Passionate about leveraging technology for business growth and adept at aligning business needs with technical solutions.

WORK EXPERIENCE

- **Ebizon Net Info Private Limited, Noida** DEC 2022 - PRESENT
Business Analyst
 - Translated intricate client BRDs into clear, actionable project roadmaps.
 - Crafted impactful use cases and user stories to enhance user experiences.
 - Developed winning proposals tailored to client specifications, boosting project acquisition.
 - Created precise task sheets to manage resources effectively.
 - Drafted persuasive responses for Requests for Proposals (RFPs), securing new business opportunities.
 - Designed streamlined workflows to optimize project processes.
 - Built detailed wireframes using Balsamiq and Figma, defining project scope accurately.
 - Skilled in understanding and working in Custom developments, WordPress, Shopify, Flutter.
 - Presented solutions confidently, fostering strong client relationships.
 - Leveraged Microsoft Office tools (Word, PowerPoint, VISIO) for exceptional documentation and efficiency.
- **Brancosoft Private Limited, Noida** SEP 2021 - DEC 2022
Business Analyst
 - Collaborated with stakeholders to devise tailored solutions for business challenges.
 - Contributed to comprehensive business proposals development.
 - Aligned client needs with software functionalities, ensuring satisfaction.
 - Defined project scopes and objectives aligned with business goals.
 - Proficient in Microsoft Office suite for analysis and reporting.
 - Proactively managed potential risks and resistance within projects.
 - Conducted thorough business improvement reviews for continuous enhancement.
 - Facilitated productive meetings with project teams for alignment on deliverables and timelines.
 - Developed comprehensive test plans and scenarios for effective validation of business requirements.

TOOLS

BALSAMIQ | FIGMA | CANVA | LUCID CHARTS | MS WORD | MS POWERPOINT | VISIO | MS EXCEL | MICROSOFT TEAMS | ZOOM | JIRA | ZOHO | BASECAMP |