

CHANDRA SHEKHAR SHARMA

Business Analyst

+91 9201252547

cs.sharma0612@gmail.com

linkedin.com/in/chandra-shekharsharma-6747171b9

Nagpur, Maharashtra

TRAINING AND CERTIFICATION

- Trained BA
- Professional Scrum Master 1 (PSM 1)
- Jira, Udemy 2022
- Excel Advance Formulas and Functions, LinkedIn Learning 2021
- Microsoft project 2019, LinkedIn

HARD SKILLS

- Product Estimation
- Power BI,
- SQL
- Advance Excel
- Manual Testing
- Jira, Prime, JILE, SAFe
- SPACE 2.0, SP light,
- MS Office 365
- MS Project
- SAP MM

SOFT SKILLS

- Agile Methodology and Agile Metrics (SAFe)
- Stakeholder Relationship Management.
- Project Management & Prioritization
- Risk and Compliance Audit
- Business Continuity Planning

EDUCATION

- MBA, Marketing and Operations, Motilal Nehru National Institute of Technology, Allahabad, 2022 9.77 CPI (Gold Medalist).
- BE, Mechanical Engineering, Lakhmi Chand Institute of Technology, Bilaspur, 2015 Percentage - 70.14%.

INTEREST

- Gardening and creating bonsai of Adenium and Ficus plants.
- Travelling and exploring new places.

LANGUAGES

- English
- Hindi

About me

Accomplished Business Analyst with over 6 years of industry experience, including 2 years in the IT sector. Proficient in the latest digital tools and technologies, adept at understanding organizational needs and creating effective solutions to business challenges. Dedicated to advancing organizational growth and personal development through strong analytical skills.

Professional Summary

- Experienced Business Analyst with over **2 years** in the IT industry, skilled in the latest digital tools and technologies. Completed **2 implementation and 1 upgradation project**
- Skilled in key areas of business analysis, including business requirement elicitation, gap analysis, user story and use case preparation, BRD-FRD documentation, data analysis, and business solution assessment and validation.
- PSM-1 certified** Scrum Master with a proven track record of guiding cross-functional teams to deliver high-quality products on time.
- Well versed in Software Development Life Cycle (SDLC) with exposure to Agile Methodology with a good understanding of the various technologies.

Work Experience

Business Analyst at Tata Consultancy Services, Nagpur (Jul 2022 - Present)

Key responsibilities:

- Elicited requirement using various technique (JAD session, documentation, BRDs, functional and technical specification, use cases).
- Conducted workshops and performed data analysis to understand existing processes, systems, interactions, and data structures.
- Developed and deployed dashboards for data-driven insights.
- Prepared BRD-FRD, Traceability Matrix, managed issue logs, and created plans.
- Ensured quality assurance and documented processes, defining Key Performance Indicators (KPIs).
- Identified process gaps and recommended improvements to enhance efficiency.
- Developed user stories and to-be process flows to support the design and development of customer journeys for clients.
- Collaborated with stakeholders to offer critical insights to the Product Owner and product managers in determining the minimum viable product (MVP).
- Facilitated regular Voice of Customer (VOC) sessions to gather and incorporate their feedback and expectations.
- Reviewed test cases to ensure comprehensive test coverage and assisted in User Acceptance Testing (UAT) by addressing client queries.

Scrum Master at Tata Consultancy Services, Nagpur (Jul 2022 - May 2024)

Key responsibilities:

- Assisted the Product Owner in prioritizing requirements, ensuring they were clear, concise, and feasible.
- Communicated requirements clearly to development teams to ensure a shared understanding.
- Implemented Kanban with Jira, Prime, and JILE to streamline task tracking and enhance team transparency.
- Monitored project progress, tracked requirement changes, and provided status updates.
- Resolved impediments and bottlenecks to promote continuous improvement and ensure consistent sprint goal achievement.
- Coached and mentored team members on Agile principles, practices, and the Scrum framework, leading to improved productivity and high-quality software delivery.
- Conducted Scrum ceremonies and guided the team on self-organization within the Agile/Scrum frameworks.
- Participated in PMR audits, monthly project reviews, and business case presentations.

Assistant Engineer at Shiva Industries, Raipur

(Sep 2017 - Jul 2020)

Key responsibilities:

- Collaborated with product owners and stakeholders to prioritize and refine product backlogs, aligning them with business goals to deliver customer value.
- Oversaw the entire Scrum process, from initiation through management to delivery.
- Facilitated regular Voice of Customer sessions to gather and incorporate customer feedback and expectations.
- Developed effective visual representations to communicate with stakeholders.

Junior Engineer at Capital Precast, Raipur

(Jan 2016 - Aug 2017)

Key responsibilities:

- Conduct Workshops with business users as well third parties for requirement elicitation on areas of improvement.
- Worked in customer relation management and marketing.
- Involved in the production and quality process.

Achievement

- **'On the Spot (Team) Award'** to leading the scrum team in a crucial deployment ahead of schedule. - Apr 2024
- Appreciated for my contribution during TCS AGM event and awarded with **"Best Team Award"** - Jul 2023
- **'On the Spot (Team) Award'** in appreciation of contribution in user training and conducting Jile training for the stakeholders - Feb 2023