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| SACHIN GUPTABusiness AnalystProfile* Highly ambitious Certified Agile business analyst with more than 5 years of experience into Insurance domain and CRM Domain.
* Worked in Waterfall and Agile methodology projects.
* Hands-on experience with Client interaction and understanding their business needs.
* An energetic, self-motivated team member with hands on experience in business analysis, requirements gathering, application integration and customization

 CONTACTPHONE:7011123781EMAIL:MEETSACHIN2012@GMAIL.COM**TOOLS**AxureJIRAAsanaAzure devopsMS VisioMS OfficeMS Excel /Google SheetsPROJECTS**Max Life Insurance Company*** MPRO Logging System (Internal)

**Bajaj Allianz Life Insurance Company*** Lead Management system (Internal)
* Bajaj Life assist System

**Mantra labs Company*** Hero Insurance Broking India Private Limited (External)
* Farm connect CRM Application (Sugarcane project)

 CERTIFICATIONS* Agile Project Management
* Payment Systems
* SQL
* Postman API
* Analytics in Insurance
* AI & Agility
* Business Intelligence
 | EDUCATION |
|  G.L. BAJAJ INSTITUTE OF MANAGEMENT AND RESEARCH July 2014 - July 2016 M.B.A (Information Technology) SHARDA UNIVERSITY July 2009 – July 2013 B. Tech (Mechanical engineering)

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| WORK EXPERIENCE |
|  **Mantra Labs Company** **Business Analyst**Apr 2023 – Nov 2023, Delhi * Experience in gathering requirements, proposing solutions until the requirements get freeze.
* Organized and Participated in all Agile practices daily scrum, Sprint planning, retrospective test driven.
* Ensuring high level of compliance to policies and procedures laid down for Insurance operations.
* Working on Insurance Products (Health/Motor) and Create User stories, Flow chart on Buying Journey.
* Worked with Stakeholders and Clients to Model and document goals, communicating transparently to meet the deadlines.

 **Max Life Insurance company**  **Business Analyst/Deputy Manager** Oct 2021 – Oct 2022, Delhi* Experience in working in an Agile Scrum environment with ability to breakdown requirements into epics features and user stories.
* Ensuring high level of compliance to policies and procedures laid down for Insurance operations.
* Working knowledge of Insurance products like Traditional and ULIP Products, customer onboarding, KYC check, payments, MPRO mobile Applications etc.
* Elicit requirements using interviews, documents analysis, requirements workshops, surveys, site visits, business process descriptions, use cases, scenarios, Business Analysis, source system analysis, task and workflow analysis.
* Clear understanding of Software Development life cycle (SDLC) and process oriented.
* Attended sprint planning meetings and work towards defining the sprint items along with the product stake holders.

 **Bajaj Allianz Life Insurance company**  **Business Analyst/Manager**  Mar 2020 – Oct 2021, Noida* Conduct day-to-day project coordination, planning and implementation across multiple teams.
* Worked in Agile Scrum environment assist in sprint call daily standup call.
* Performed test case reviews and demonstration, assisted UAT testing.
* Build Platform features, user stories, and maintain backlog with priorities, using JIRA platform.
* Interacting with the technical team to ensure that the requirements are clear.
* Work with the Quality Assurance team to ensure complete coverage of listed out acceptance criteria.
* Ensure issues are identified, tracked, reported on and resolved in a timely manner.

 **HDFC Life Insurance Company** **Business Analyst/ Corporate Account Manager** Aug 2018 – Feb 2020, Delhi* Build Platform Features, User stories and maintain backlog with Priorities.
* Ensure issues are identified, tracked, reported on and resolved in a timely manner.
* Performed test case reviews and demonstration.

 **Religare Health Insurance Company** **Business Analyst/ Relationship Manager** July 2017 – July 2018, Noida * Managed Login Process to Policies From start to end point.
* Managed the stakeholders and discussed the product features and functionalities with them.
* Documentation of Their Login Process, KYC Check.

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| SKILLS |
| * Agile Project Management
* Requirement Gathering and workshops.
* User Acceptance Testing
* Client Management
* Workflow Diagrams
* Agile Scrum
* Business analysis and Business Development
* BRD, FRD, Use case, User Stories.
* Wireframing
* SQL
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