SOUMMYA KARMAKAR
Business Analyst
E-mail: karmakarsoummya@gmail.com
LinkedIn: www.linkedin.com/in/soummyakarmakar
Contact: 8882097685

SUMMARY:

Meticulous Business Analyst with over 8 years of experience in analyzing market trends and developing dynamic business strategies. Looking to apply my ample experience and skills in predictive analysis toward the success of your company via the open analyst position. Possesses a B.S. in Business Administration from one of the most premier programs in the country. My proven record of success in a myriad of industries will make me an immediate contributor at your company.

SKILLS:

Azure Devops, Axure, Balsaiq Wireframe, Draw.io, Trello, Zira, Asana, MS Visio, Power BI desktop, Lucid Charts, SQL Server, SQL Management Studio, WordPress, Microsoft Power Point, Microsoft Word, Microsoft Excel, Project lifecycle management, Problem-Solving, Requirement Analysis, Business Process Modeling and Improvement, Quality assurance, Agile framework, Documentation, Reporting, Product Development, Document Management

WORK EXPERIENCE:

Softlogique IT Solutions Pvt Ltd (Aug 2019- Till date) (Client PWC) Role: Business Analyst

Responsibility:

- **Requirement Gathering:**

  Engage stakeholders for Product Based Accreditation Scheme, gather business needs, prioritize requirements through interviews and workshops. Analyze current processes, systems, and data for improvement opportunities.

  Documentation and Analysis:

  Crafting concise BRDs/FRDs with requirements, user stories, use cases, and process flows. Structuring for clarity and readability for diverse stakeholders. Prioritizing requirements considering business value and impact. Conducting impact analysis to identify risks, dependencies, and mitigation strategies.

- **Requirement Validation and Verification:**

  Collaborating with stakeholders to validate documented requirements for accuracy and alignment with goals. Facilitating review sessions, addressing questions, and obtaining approval. Coordinating with technical teams for feasibility.

- **Visual Representation:**

  Visualizing and communicating business processes, requirements, system architecture, and data flows through Use Case, Activity, DFD, and ERD diagrams.

- **Stakeholder Management:**

  Maintaining ongoing communication with stakeholders and healthcare professionals, keeping them informed of progress and changes. Collaborating to resolve conflicts and ensure alignment between business/functional needs and requirements.

- **Change Management Control:**

  Implementing change control for scope, requirement changes, tracking in BRD/FRD with version control and audit trail for project impact management.

- **Collaboration and Coordination:**

  Collaborating on requirements, supporting development and testing, coordinating stakeholder involvement for implementation, testing, and validation.

- **Project Management:**

  Leading and managing projects for adherence to timelines, budgets, and quality standards. Developing plans, work structures, and resource strategies. Monitoring progress, identifying risks, and taking corrective actions.

- **Testing and Quality Assurance:**

  Developing test strategies, plans, and cases. Collaborating with testing teams for execution, defect identification, and timely resolution. Conducting user acceptance testing to ensure e-governance system meets stakeholder requirements expectations.

- **Change Management:**

  Developing change management strategies and plans for a smooth system transition. Identifying and mitigating resistance through effective communication, training, and support. Providing ongoing user support, addressing queries and concerns.

- **Data Preparation:**

  Designing dashboards, reports for project insights. Preparing progress reports, status updates, and presentations for senior management and stakeholders.

Pan India Internet Pvt Ltd (Jul 2018-Aug 2019) Role: Product Consultant

Responsibility:

- **Partnering with Stakeholders:**
  Collaborated with stakeholders across various business units to develop analyses and documentation.
- **Evaluating System Requirements:**
  Regularly evaluated, analyzed, and communicated system requirements, and maintained system processes.
- **Documentation:**
  Authored and updated internal and external documentation, and formally initiated and delivered requirements and documentation.
- **Systems Analytics:**
  Conducted daily systems analytics to maximize effectiveness and troubleshoot problems.
- **Project Management:**
  Created and implemented precise management plans for every project, with attention to transparent communication at all levels.
- **Quality Assurance:**
  Performed, evaluated, and communicated thorough quality assurance at every stage of systems development.
- **User Requirements:**
  Determined and developed user requirements for systems in production to ensure maximum usability.
- **Change Management Control:**
  Implementing change control processes to manage scope changes, requirement additions or modifications, and their impact on project timelines and resources.
  Documenting and tracking changes to the BRD/FRD, ensuring proper version control, and maintaining an audit trail of requirement changes.

HCL Info-system Pvt. Ltd (Dec 2016- Jun 2018) Role: Associate
Responsibility:
- Good Knowledge of Software Development Life Cycle and Software Test Life Cycle
- Knowledge of Various SDLC Models, Test Levels, Test Types, and Test design Techniques
- Knowledge of All phases of the Software Test Process include Test Planning, Test Design, Test Execution and Test Closure
- Knowledge of Generating Test Scenarios, Write Test Cases and Collect Test Data
- Knowledge of Executing Test Batches and Analysing Test Result
- Knowledge of Defect Reporting, Defect Tracking, and complete Defect Life cycle.
- Prioritized tasks to meet tight deadlines, pitching in to assist others with project duties.

INTERNSHIP:
Employability Enhancement Training Program (BSNL-ALTTC)
Internship Period (Silver, Gold & Platinum Certified Course)
Communication & Networking, Support Infrastructure, Broadband Technology Duration: 18 Months

ACADEMIC QUALIFICATION:

B. Tech in Electronics & Communication Engineering from Abdul Kalam Technical University with 69%

PERSONAL DETAILS:
Gender: Male
Father Name: Uttam Kumar Karmakar
Nationality: Indian
Marital Status: Single
Date of Birth: 07/03/1994
Language preference: English, Hindi, Bengal
Address: Dream Homes Plot no 5/2 Flat no TF-4 Third Floor Sector-5 Rajendra Nagar Sahibabad Pin-201005