

Sahil Kashia

Project Manager

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Objective

Result driven Business Analyst specialized in Agile Software Development methodologies with 3 years of experience. Recognized for excellence in meticulous requirements gathering, project documentation, and diverse project success. Proven expertise across Healthcare, Fintech, Logistics, ERP, Blockchain, and more. Keen to leverage strategic insight, technical proficiency, and a proven track record for impactful contributions in a challenging professional setting.

Work Experience

IT Business Analyst

Neil Patel Digital India, (*Feb 2024 - Present*)

- Collaborated with stakeholders to gather and analyze business requirements, and documented them in detailed BRDs and functional specifications.
- Conducted thorough analyses of business processes and systems, proposing technology solutions to enhance efficiency.
- Worked with cross-functional teams to ensure accurate implementation of requirements and maintained organized project documentation.
- Developed test scenarios, collaborated on QA validation, and participated in UAT to ensure solutions met business needs.

Business Analyst

Bucle Labs Pvt. Ltd. (Gurugram), (*May 2022 - Jan 2024*).

- Managed project requirements and translation into project documents & detailed user stories.
- Created wireframes and provided valuable inputs to the design team and helped to bring up acceptable user experience designs.
- Conducted scrum ceremonies including sprint planning and execution to ensure building a self motivated agile team of 7-8 members and delivered customer values throughout the project lifecycle.
- Negotiated with stakeholders to avoid requirement conflicts and managed project scope while ensuring smooth project execution and making the project team's life easier.
- Supported the test team to develop test cases and test plans thus ensured quality standards. Participated in UAT activities while successfully managing change requests and incorporated feedback at earliest to ensure customers and stakeholder's satisfaction.

Business Analyst

Sarvodaya Infotech Pvt. Ltd, (*May 2020 - April 2022*)

- Gather business requirements by interviewing stakeholders and analyzing workflows and procedures.
- Coordinated with cross functional teams and ensured smooth development of software solutions.
- Conducted user acceptance testing to ensure new software solutions meet the business needs while Identifying performance issues and potential improvement areas.
- Prepared training manuals and trained different stakeholders to adopt the new software solution efficiently while transitioning.

Skills

- Software Development Lifecycle (SDLC)
- Agile Methodologies
- Requirements Elicitation and Analysis
- Documentation BRD, FRD, FRS, SOW, WBS, User Stories, User Cases
- Wireframes & Prototypes
- Product Backlog Management
- Cross functional collaboration
- Communication and Presentation
- Change Management
- Project Management Tools
- Testware and User Acceptance Testing (UAT)
- Problem Solving
- MS Office

Qualification

University Institute of Engineering and Technology (U.I.E.T.), K.U.K - *Bachelor of Technology in Computer Science & Engineering (CSE)*