**SANGEETHA N**[sangeethads2388@gmail.com](mailto:sangeethads2388@gmail.com)  
8667396194

**SUMMARY**

* I have total 5+ years of experience and 2 year of experience in Business Analyst.
* 2+ years of experience in Client handling.
* Liaising with clients understanding theirs requirements and gathering recruitment needs
* Collaborated with cross-functional teams to gather requirements, define project scope, and create project plans and analyzing the focus group.
* Responsible for capturing, analyzing and documenting business requirements by interfacing with business users onsite and developing BRD, FRD and analyzing the scope of the solution.
* Requirement gathering, Requirement elicitation using techniques such as technical skills - Brainstorming, Workshops, Wireframe, Prototype.
* Daily meeting with managers and analyzing the market date.
* Strong problem solving and analytical skills.

**SKILLS**

* Business Requirement Gathering
* Business Analytics
* Methodology- Agile(Scrum, Kanban), Waterfall
* Basic SQL
* Jira
* SDLC
* UAT Testing
* Figma
* MS Office
* BRD/ FRD
* Flowchart/Wireframe/ Mockup/ Prototyping

**PROFESSIONAL EXPERIENCE**

**Organization : ITCAN Ptd Ltd- Singapore (From April 2022 to till date)**

**Position : Business Consultant**

**Duration : Sep 2022– Till now (1+ years)**

**Project : Online Student Loan Application**

* Liaising with client understanding theirs requirements and gathering their recruitment needs.
* Good experience in Requirement gathering, Requirement elicitation using techniques such as TECHNICAL SKILLS Brainstorming, Workshops, Interviews, Wireframe, Prototype.
* Rich experience in SDLC of Agile and Waterfall methodology.
* Gather Requirements based on outcomes of workshops and Elicitation analysis
* Ability to perform UAT and functional testing Ability to run demo of application on behalf of team to stake holders.
* Good experience in User stories and Use cases.
* Preparing the BRD documents and involved the FRD/FSD and collaborates with project lead for NFRD document and User Stories.
* Involved in creating wireframes and mockups for the system.
* Led problem-solving sessions and guided cross-functional teams in business process analysis and workﬂow improvement.
* Daily meeting with managers and analyzing the market date.
* Participate in final User Acceptance Testing for developments in the product.
* Maintaining excellent relationships with key clients and candidates by building strong rapport.

**Organization : ITCAN Ptd Ltd- Singapore   
Position : Client Engagement**

**Duration : April 2022 to Till Date**

* Liaising with clients and get their requirement and split it to the team.
* Conducting the meetings with team.
* Maintaining excellent relationships with key clients and candidates by building strong rapport.

**Non IT Experience:**

Organization : Kris Infotech Ptd Ltd- Singapore

Position : Recruitment Consultant / Client Engagement (APAC)

Duration : Nov 2019 – Feb 2022

Responsibilities:

* End to end recruitment (Souring, Screening, Interviewing, offer rereleasing and document collecting )

Organization : DevCare Solutions - USA

Position : Recruitment Consultant (US State Clients)

Duration : Dec 2018 – Nov 2019

* End to end recruitment (Souring, Screening, Interviewing, offer rereleasing and document collecting )

Organization : HDFC Bank

Position : Business Development Executive

Duration : June 2018 – Nov 2018

**EDUCATION**

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| --- | --- | --- |
| **Course** | **Board / University** | **Year of passing** |
| Master of Business Administration (Distance Course) | Bharathidasan University, Trichy | April 2023 |
| **Course** | **Board / University** | **Year of passing** |
| B.Sc Computer Science | Bharathidasan University, Trichy | April 2017 |