SAURABH VERMA
Business Analyst
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SUMMARY

Proficiency with 7.2 years of experience in analyzing, understanding and capturing business needs, documenting requirements, and providing best feasible solutions to team and client. Well versed with various phases of Software Development Life Cycle and Agile Methodology. Good interpersonal and communication skills.

CAREER OBJECTIVE

To secure a position where my smart work, dedication and the ability to acquire new skills will advantage any company or organization, I work for.

ACADEMIC QUALIFICATIONS

- Executive PGDM – Business Analytics from IMT-CDL Ghaziabad (2021)
- Master of Computer Application from IMS Ghaziabad, AKTU (2017)
- Bachelor of Computer Application from IMS Ghaziabad, CCSU (2014)

EXPERIENCE

Wipro (Business Analyst - May, 2022 – Feb, 2024)

- Requirement Gathering and Documenting
- Creating FRDs and BRDs
- Scrum Meetings and Sprint Planning
- Documenting SOPs
- Creating UI Screens, Flow and functionality of App and Web via Config UI Platform
- Validating APIs and Data Mapping
- Resolving issues related to functionality created using Config UI

ChromeInfo Technologies (Senior Business Analyst – Jan, 2017 – May, 2022)

- Requirement Gathering (via Calls, Emails, Query Docs and PPTs), Analyzing and Documenting
- Flow Diagrams for explaining the flow of application
- Scope of Work (Feature List/ FRD), BRD, SRS, Case Study and Use Cases
- Wireframes (Mock-up Screens) - Both Static and Dynamic
- Sprint Planning, Agile Methodology Approach, Team Selection, Coordination and Scrum Meetings
- Generating the Change Requests by convincing clients for new features implementation
- Training Fresher
- User Acceptance Testing

EXPERTISE TOOLS

- Balsamiq Mockups
- InVision
- Asana
- Confluence
- Adobe XD
- MS Office
- Slack
- Rally
- Axure RP 8
- Lucid Chart
- JIRA
- Zoho

EXPERTISE APPLICATION/SOFTWARE AREAS

- Health Care (HIPAA)
- Education
- E-Commerce
- On-Demand Home Services
- Social Media Network
- Beauty Salon Management
- Transportation Logistics
- Taxi Booking (Uber Concept)
- Gym and Fitness
- Restaurant and Club Management
- Payment and Loyalty
- Banking
- POS System
- Telecommunication
- Real Estate

KEY SKILLS AND ATTRIBUTES

- Excellent Team Work Abilities, Leadership and Team Management Quality
- Excellent Analytical Skills
- Hardworking, Enthusiastic, Highly Motivated, Self-Directed, and Results Driven
- Quick Thinker and Learner
- Good Communication Skills
- Ability to maintain Confidential Information
- Reliable and Smart working – motivated to provide a quality service

CO-CURRICULAR ACTIVITIES

- Member of Fun Committee in ChromeInfo Technologies
- Involved in organizing and participated in various events in ChromeInfo Technologies
- Member of Organizing Committee of Interact Club in School / College
- Involved in organizing and participated in various events in the college (IMS)
- Active Participation in Many Technical Workshops / Seminar (C Corner)

LEISURE ACTIVITIES

- Internet Surfing
- Travelling
- Listening to Music

AWARDS AND CERTIFICATIONS

- Star Performer Award and Certificate at ChromeInfo Technologies
- Going The Extra Mile Award and Certificate at ChromeInfo Technologies
- Active Member of Fun Committee Certificate at ChromeInfo Technologies
- Certificate of Training on .NET at Shine Infotech
- Seminar Certificate on C & C++ at Bharat Vikas Mission Co-Sponsored by Impeccable IT Academy
- Certificate of Punctuality
- NIESBD Certificate
- NSS Certificate