

SAURABH MATHUR

BUSINESS ANALYST



CONTACTS

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Jaipur, India



EDUCATION

MBA, Arya College of Engineering & IT
2023

B. Tech, Arya College of Engineering & IT
2019

SKILLS

- Agile Methodology
- Wireframing
- Gap Analysis
- Stakeholder Management
- Project & Product Management
- Requirement Analysis

LINKS

LinkedIn :

<https://www.linkedin.com/in/saurabh-mathur-138739171/>

LANGUAGES

ABOUT ME

Experienced Business Analyst with 2 years of hands-on expertise in requirements gathering, data analysis, and process improvement. Skilled in leveraging analytical tools to drive operational efficiency and deliver strategic insights. Proven ability to collaborate effectively with cross-functional teams and stakeholders to achieve project objectives.

WORK EXPERIENCE

F-Business Analyst

Mar 2021 - Present

- Managed freelance projects specializing in requirements gathering, process mapping, and stakeholder management for various clients.
- Collaborated with diverse teams to deliver solutions tailored to client needs, ensuring alignment with business objectives.
- Successfully implemented process improvements that enhanced operational efficiency and reduced costs by 15%.

Business Analyst, Desire Energy Solutions Pvt Ltd, Jaipur, Rajasthan

Jun 2019 - Oct 2020

- Spearheaded stakeholder engagement through targeted interviews, dynamic workshops, and strategic surveys to accurately gather business objectives and requirements.
- Crafted detailed Business Requirements Documents (BRDs) and Functional Requirements Documents (FRDs) to align with core business goals.
- Designed lucid process flow diagrams and use cases, bridging the communication gap between business stakeholders and IT teams.
- Applied sharp analytical skills to scrutinize information, pinpointing discrepancies for enhanced business process comprehension.
- Partnered with data management experts to uphold data quality and integrity, underpinning sound business decision-making.
- Served as the pivotal conduit between business units and technical teams, ensuring synergy and propelling project milestones.
- Utilized advanced data analysis methodologies to derive meaningful insights, shaping strategic business initiatives.

Business Analyst Intern, M Square Media

Mar 2019 - May 2019

- Bridged communication between development teams, and stakeholders and ensured a seamless exchange of insights across the project lifecycle.
- Interacted with clients and stakeholders to understand their specifications and pursue the development to deliver outcomes.
- Created detailed documentation for a variety of projects including user stories.

- English
- French
- Hindi

EXTRA-CURRICULAR ACTIVITIES

- Associate Member of Unstoppable-U20 foundation.
- Volunteer at Jaipur Literature Festival.
- Awarded as Best Employee of the Month (Client Satisfaction Award).
- Won Certifications from Rajasthan Digifest 2018 and Kota Thar Event.

TOOLS EXPERTISE

- Microsoft Office
- Microsoft Visio
- Tebleau
- Lucid Charts
- JustInMind

PROJECTS HANDLED

Delta - My Time

Details: Connect the branches in India of GA Infra & Desire Energy.

This application allows the Users to perform their daily activities of attendance, project details, and other functional activities. This application is being built with cutting-edge tech and ensuring user-friendly functionality for the user.

Open Data Portal (ERP)

Details: Developing comprehensive monitoring of risks, issues, dependencies, contingency plans, and available resources to remove functional incapacibilities resulted in order to achieve milestones achieved on time. Ensuring compliance with guidelines and regulatory requirements

Market Research and Strategy Development

Description:

Provided strategic insights and guidance to a technology startup specializing in AI-driven analytics software. Conducted extensive market research and competitive analysis to inform product development and market entry strategies.

Business Process Optimization

Description:

Led a business process optimization initiative for a Company, a mid-sized manufacturing firm specializing in consumer electronics. The project aimed to streamline production processes and enhance operational efficiency across multiple departments.

Requirements Gathering and CRM Implementation

Description:

Managed the requirements gathering and CRM system implementation project for a startup. Implemented a CRM solution to enhance client relationship management and business development efforts.

CERTIFICATIONS

- Career Essentials in Business Analysis (Microsoft and LinkedIn Learning)
- Online Project Management (Coursera)
- Online Data visualization using Tableau (Coursera)
- Online Agile Requirements Foundations (LinkedIn Learning)
- TCS National Qualifier Test Certified

REFERENCE

* Available upon request