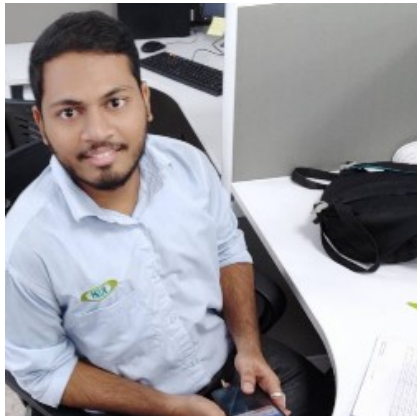# Tejaswi Potnuru

Business Analyst

Business Analyst with extensive tactical, strategic, problem-solving and analytical skills in Logistics, Insurance (P&C), Finance, Automotive, Manufacturing and E-commerce domains within the IT industry. Documented record of meeting established delivery targets and developing corporate relationships. Equipped with excellent communication skills, work ethics and possesses a strong sense of leadership with a commendable record of accomplishment.

Contact

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LinkedIn
https://www.linkedin.com/in/teja046

Skills

UAT	●●●●●
User Stories	●●●●●
Wireframing	●●●●○
Manual Testing	●●●●●
Use Cases	●●●●●

Work History

2024-02 - 2024-05

Forms Analyst

RCG Global Services Pvt. Ltd, Chennai (Remote)

2022-09 - 2024-02

Business Analyst

Halcyon Technologies Pvt. Ltd, Hyderabad (On-Site)

- Facilitating communication between the Client and API provider to achieve project goals.
- Leveraging wireframes and data flow diagrams to establish the process flow and data flow.
- Assisting developers in mapping state-specific conditions and underwriting questions to data fields.
- Conducting thorough testing of the Get Quote, Pre-Bind, Bind, and Endorsement APIs provided by the third party.
- Utilizing Agile project management tools like Jira and Azure DevOps to facilitate project management.
- Defines problems, assesses current state, and outlines desired outcomes for project proposals.
- Collaborates with stakeholders and developers to identify business problems during proof-of-concept (POC) stages.
- Creates comprehensive project documentation including BRDs, SRS, user manuals, scope of work, lean Canvas, RTM, PBS, SWOT analyses, meeting minutes (MOMs), and presentations.

Skill	Level
Business Analysis	●●●●●
Use Case Diagram	●●●●●
HTML & CSS	●●●○○
SQL	●●●●○
Power BI	●●●●○
API Testing	●●●●○
XML	●●●●○
MS Office Suite	●●●●●
Lean Canvas	●●●●●
PBS	●●●●●

- Actively participated in Scrum ceremonies (i.e., sprint planning, daily stand-ups, sprint reviews, retrospectives) to ensure project transparency and progress.
- Presents project updates and demos to stakeholders after successful deployments.
- Understands API documentation, facilitates Postman testing, and participates in User Acceptance Testing (UAT).
- Possesses strong understanding of XML documents and API guides.
- Develops and delivers engaging demos of new systems or functionalities specifically targeted towards end users.
- Managed over 8 different products and engaged with cross functional teams effectively to deliver results.
- Creating insightful reports with data visualization tools like Power BI.
- Utilizing SQL to modify and manage data within databases.

2021-06 - 2022-09

Business Analyst

Ramki Technologies Pvt. Ltd, Hyderabad (Client Location)

2021-03 - 2021-06

Supply Chain Engineer

Gravton Motors Pvt. Ltd, Hyderabad (On-site)

2019-07 - 2021-03

Graduate Engineer Trainee

KSH Automotive (KIA Motors India Pvt. Ltd), Anantapur (On-site)

Education

2013-03 - 2016-08

B.Tech: Mechanical Engineering

Avanthi Research And Technological Academy - Vizianagaram, India

2010-03 - 2012-08

Board of Intermediate: M.P.C

Narayana Junior College - Visakhapatnam, India

2001-03 - 2010-06

Board of Secondary Education

Star Public School - Vizianagaram, India

Experience

4 Years 10 Months

Projects

- **SetMeUp Renters**, US based P&C insurance project developed on PHP Laravel framework where we have integrated 3rd party API's from "Stillwater" to fetch and bind the quote.

- **PII Auto**, A web and mobile based application to remove personal identifiable information (Bluetooth info, GPS, Contacts, Garage door info etc.,) from vehicle dashboards using vehicle VIN number/YMM.

- **Alacarte**, A web based inventory management and addendum printing application used by the top dealerships in US.

- **Yesterday's Tractors**, A Web based Auctions platform used to buy/sell the vintage tractors in US.

- **TOFA**, A cloud based ERP solution to track and manage the fleet. It has multiple integrations like GPS, E-toll, IOCL, Aadhar, Drivers license, Tally etc.,

- **FastPay**, A payment gateway solution which is used to make the payments to the service providers in Auction houses. Application has been integrated with Dwolla API's to make ACH payments.

Certifications

2024-03	Certified Business Analyst, Pro5.Ai
2024-04	Lean Six Sigma Green Belt, IIBA
2024-04	Agile Project Management Professional, Atlassian