

VIKAS RANA

|| Certified Business Analyst || IIBA – CBAP Trained || PSPO- PSM || Agile Methodology ||
Domain: Payment, Health care, Lending, Logistics Ed-Tech, Business Development||

+91-7248378118 / vikasrana9557@gmail.com/ linkedin.com/in/vikas-rana-020512190 Gurugram, India

Immediately available to join

Summary

- 3.5 years of IT and Ed-Tech industry experience spread across Business Analysis and Development.
- **Professional Scrum Product Owner** and **PSM Trained**. Complete understanding of SDLC processes and Agile & Waterfall Methodologies.
- Proficient in creating **Business Requirement Documents, Functional Requirement Documents, Use Case specification Document, Workflow, Implementation guides, Functional Specification Document, and Requirement Traceability Matrix.**
- Well-versed in **Requirement Elicitation & Prioritisation, Defining Scope, Gap Analysis, Stakeholder Analysis & Management, Sprint Planning, Sprint Review, Product Backlog Management, and Change Request Management.**
- Expertise in creating **User stories, UML diagrams, Wireframes, and Mockups** using MS Visio, Lucidchart, Balsamiq, etc.

Key Skills

- Use Case
- BRD | FRD | FSD | SRS
- Epics
- Requirement Elicitation & Gathering
- UML & Data flow modelling
- User Stories
- Agile & Waterfall Methodologies
- Process Modelling
- Gap Analysis
- Wireframes & Mockups
- Change Strategy
- Stakeholder Management
- Release planning
- Scrum-Agile
- Sprint Review
- prioritisation
- Client Negotiation
- Technical Writing
- SQL
- Scope management
- Sprint Planning
- Refinement/Grooming of Product Backlog
- Retrospective Meeting.

Tools

Microsoft Visio | Lucidchart | Balsamiq | JIRA | Confluence | InVision | MS Excel | MYSQL | MS Office | CRM

Professional Experience

One - BCG, Mohali, India

Role- Business Analyst

Jan 2024- Present

Project- CWP (Client web portal) - A portal for Stateserv hospices or nurses to efficiently create and manage orders.
“An enhancement healthcare project of developing a portal for Stateserv hospices or nurses. This was an enhancement of their existing DME Track portal. The main objective was to equip nurses or hospices to create and manage all the orders and patients.”

- Elicited & Translated Business Requirements to User Stories & Epics.
- Documented the user stories with Acceptance criteria, prototypes, Business value, Precondition, and also included any development and testing notes.
- Helped the team understand the requirements during planning sessions for better estimation of user stories the team would commit to for the sprint.
- Involved in creating wireframes and mockups for the system using Figma.
- Worked with cross-functional team during development, Integration Testing, Functional Testing, and UAT to deliver end-to-end solutions.

BYJU's, Bangalore, India

Role- Business Analyst

Nov 2020- March 2023

Project- BYJU's Pay-A payment & retail lending portal, and enhancement projects.

“A greenfield project of developing an online payment & retail lending portal for BYJU's Fin-ops team. It involves collaborating with various Banks and NBFCs such as IIFL, Avanse and ICICI Bank. The portal was divided into three segments- gateway payment, non-gateway payment and loan payment for BYJUs. The main objective was to equip Fin-ops team with an efficient platform to complete the process of loan eligibility and customer documentation easily, which encourages faster vendor approval and enhances customer experience in the acquisition process.”

- Elicited & Translated Business Requirements to User Stories & Epics.
- Documented the user stories with Acceptance criteria, prototypes, Business value, Precondition, and also included any development and testing notes.
- Conducted Gap Analysis\Scope Analysis\Impact Analysis on Business Process using techniques like use case diagrams (UML)\ Context Diagram (Data Flow Modelling) \ BPMN (process modelling)\Flow charts using Visio and Lucidchart.
- Conducted AS-IS and TO-BE Analysis and suggested Fit for Business Solutions by designing a Change Strategy.
- Organise & Lead Requirement Gathering (Elicitation) meetings using techniques like Interviews, Questionnaires, interface analysis, Document Analysis, Brainstorming Sessions, and Focus Group Discussions.
- Worked with cross-functional team during development, Integration Testing, Functional Testing, and UAT to deliver end-to-end solutions.
- Helped the team understand the requirements during planning sessions for better estimation of user stories the team would commit to for the sprint.
- Delivered other requirement documents like Use Case\Process Flow\Change Requests\SRS\ Requirement Traceability Matrix.
- Involved in creating wireframes and mockups for the system using Balsamiq.
- Verification\Validation of requirements to ensure they deliver business value by conducting various Reviews and workshops with clients.

Kent RO System Ltd, Noida, India

Role- Junior Business Analyst

Sep 2019 – June 2020

- Gather and Document initial High-Level Business Requirements with Senior BA.
- Mapping Business Requirements to existing Service Offerings (solutions)
- Work with the UI Team to develop a Solution Prototype
- Document Feedback, Functionality Gaps, New Requirements,
- Document Solution Scope, Findings and Recommendations, in conjunction with Technical Leads
- Perform Requirement Prioritisation using the Moscow approach
- Business Requirements Gathering, Elicitation and Documentation

Certifications

- Certified Business Analyst from IIBA regulatory institute, *TrainSmart Academy*
- **PSM-PSPO Trained.**
- Scrum Foundation Professional Certificate, *Certiprof*
- Digital Skills: User Experience, *Accenture*
- Project Management Essentials Certified, *Management & Strategy Institute*
- Lean Six Sigma White Belt Certification, *Management Strategy and Institute*
- **SQL, Basic SQL** from, **solo learn.**
- Quali(ied **IMS internal auditor** in ISO 9001, ISO 14001, ISO 45001.

Education

B.Tech in Mechanical Engineering

Graphic Era University, Dehradun

June 2019