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## Ankita Kulkarni

A dedicated business analyst with excellent oral and written communication, active listening, and problem-solving abilities. Able to improve client experiences through the use of service-oriented behavior, comprehension of consumer needs, and the provision of tailored solutions to foster loyalty.

### PROFESSIONAL ABRIDGMENT

- » **Gathering & Elicit requirements** from business users, clients-new requirements, change request & enhancement by the vast range of monetary products.
- » Preparing of business requirement document (**BRD**), Functional requirements documents (**FRD**) to manage & analyse the client requirements.
- » Good in using leading industry tools like **MS word, MS Excel and MS PowerPoint & MS Visio** to develop various project deliverables.
- » Good at resolving complex business requirements and creating **UML diagrams** such as **Use case diagrams, Activity diagrams**.
- » Having knowledge of **Sequence diagrams** to communicate the Business requirements. Facilitated **UAT and taking sign off from client**.
- » Having exposure in preparing **Prototypes & Wireframes**.
- » Having exposure in **Process Modelling, Use cases, Test case documents & User Stories**.
- » Having good knowledge on **Agile & Waterfall** projects.
- » Having hands on experience in **Kanban** framework.

### CORE COMPETENCIES

- » Requirement Elicitation Techniques
- » Business Analysis & Implement Solution
- » Client Engagements
- » Requirements Management
- » Problem Analysis
- » Root Cause Analysis
- » SWOT Analysis
- » Change Management
- » Agile Scrum & Waterfall SDLC Models
- » Documentation (BRD&FRS)
- » Process Flows & Use cases
- » User Stories & Acceptance Criteria

### SKILL SET

- » Documentation: MS office suite
- » Methodologies (Models): Agile, Kanban (Scrum)
- » Modelling Tools: MS Visio 2010
- » Modelling Language: UML 2.0
- » Testing: Manual Testing
- » Project Management Tool: Azure ADO
- » Prototyping tools: Lucid Chart
- » SDLC methodologies, Kanban, Basics for SQL, estimation, backlog prioritization, Project Delivery, JIRA, UAT, Wireframes, Dashboards Analysis, HR domain and US healthcare, Multitasking, Critical Thinking

### PROFESSIONAL CREDENTIALS

#### ACADEMICS

| DEGREE                  | COURSE                          | INSTITUTE  | BOARD/<br>UNIVERSITY                                     | PERCENTAGE |
|-------------------------|---------------------------------|--|--|------------|
| B.E<br>(2012-2016)      | Computer Science<br>Engineering | Dr. M. S. Sheshgiri<br>KLE College Of<br>Engineering and<br>Technology | Visvesvaraya<br>Technological<br>University, Belgaum     | 65%        |
| PUC<br>(2011-2012)      | PCMB                            | JSS College  | Department of Pre-<br>university Education,<br>Karnataka | 80%        |
| 10th Standard<br>(2010) | SSLC                            | Presentation Convent<br>Girls High School                              | Karnataka Secondary<br>Education<br>Examination Board    | 90.4%      |

### CERTIFICATIONS

- » Certified IT Business Analyst from BACentric Solutions [IIBA-EEP] endorsed

### EMPLOYMENT CHRONICLE

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| <b>Organization:</b> Xebia IT Architects  | <b>Domain:</b> Health care            |
| <b>Designation:</b> Business Analyst<br><b>Tools &amp; Technologies:</b> MS Word, ADO, MS Excel, Kanban, Scrum<br><b>Project Description:</b> This is the project where we, as a team, worked on building the portals for users. These portals can be used to check the information related to the policies under Health, Finance and Wellness with respect to each employee based on the plans, BPTs they are enrolled. Also, the user could check the total benefits on the plans he has earned.<br><b>Responsibilities:</b> <ul style="list-style-type: none"> <li>» Understanding customer pain points and providing solutions for multiple stakeholders by understanding the vision of the project by doing scoping, <b>enterprises analysis</b>, and solution approach.</li> <li>» Technically writing the requirements and creating documents.</li> <li>» Initial worked on Agile framework now moved to Kanban.</li> <li>» To increase the business value, Assisted the Product Owner in creating the <b>Product Backlog</b> and moving to <b>Sprint Backlog</b> based on <b>MOSCOW</b> prioritization <b>using Azure ADO tool</b> and <b>user stories</b> ready for development along with business acceptance criteria. And the user stories.</li> <li>» Responsible in conducting various scrum process like <b>Backlog refinement, retrospective, Sprint Review, Daily stand up</b> and measure the performance by Sprint Burn Down Chart</li> <li>» Acted as liaison between business and IT teams to refine the product and incorporate features based on market - demands.</li> <li>» Partnered with IT and product leadership to drive and manage the solution development process and ensure the product understands the direction and vision.</li> <li>» Created and maintained the solution vision, roadmap, and backlog of work through the project's life cycle.</li> <li>» Translated features into user stories within the team's backlog while managing, ranking, and prioritizing this backlog to reflect stakeholder's requirements.</li> <li>» Establish user story acceptance criteria and refined stories with Scrum teams.</li> <li>» Manage workflow to ensure the on-time fulfillment of business priorities.</li> <li>» Understanding requirements and preparing effort estimates and overall system design.</li> <li>» Creating Dashboards in Azure ADO by adding query based widgets.</li> <li>» Also used to provide the demo to clients in the Sprint review call, so that we collect the feedback, analyse and work effectively.</li> <li>» Supported testing during integration testing, UAT and Deployments.</li> </ul> | <b>Duration:</b> July'2020 to Present |

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| <b>Organization:</b> Tata Consultancy Services   | <b>Domain:</b> Human Resource           |
| <b>Designation:</b> Test Engineer  | <b>Duration:</b> July'2018 to June'2020 |
| <b>Tools &amp; Technologies:</b> Manual<br><b>Project Description:</b> Developing an application to manage the Application based Use cases and document with the related information. This information will further be used by the analysis team to find the Root Cause of the Use cases. Along with handling the use cases we also included Incident handling for each of the application. Also testing the application to check if it is working as expected.<br><b>Responsibilities:</b> <ul style="list-style-type: none"> <li>» Verify the login functionality for all the users- Manual login and Google Sign In</li> <li>» Application was divided in 2 roles majorly- Users (21 different users) and Admin. Verify the Users were under right roles.</li> <li>» Verify if users can access the Use Cases, and add the new once if required.</li> <li>» Define best practices in terms of testing and bug management.</li> <li>» Writing testcases for the US with all the scenarios covered (Positive and Negative).</li> <li>» Evaluating the teams testcases by reviewing them and getting it reviewed by whole scrum team.</li> <li>» Creating a bug in the ADO for any issues identified during testing.</li> <li>» Covering the regression testing, UAT testing before the release and making sure all the changes are good to be deployed to production environment. Once the changes are deployed, perform a smoke testing on the application.</li> </ul> |   |

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| <b>Organization:</b> Tata Consultancy Services  | <b>Domain:</b> IT                          |
| <b>Designation:</b> Software Engineer   | <b>Duration:</b> January'2017 to June'2018 |
| <b>Tools &amp; Technologies:</b> Control-M Job scheduler<br><b>Project Description:</b> : Control M is the tool to schedule the batch jobs as per the application team's requirement. The scheduling is done considering the dependency on the other jobs, runtime of the job, frequency of the job runtime.<br><b>Responsibilities:</b> <ul style="list-style-type: none"> <li>» Collaborating within and between the teams to collect the requirement.</li> <li>» Create and Schedule the jobs as per the application requirement so that the jobs are executed automatically as per its schedule.</li> </ul> |  |

- » Actively worked on DST activity, as well as yearend activity. Later played a major role in automating the action required for DST activity.
- » Creating the jobs to automate the generation of Daily Report and Weekly report to keep track of Job list, Incidents.