Mira Thakkar
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PROFESSIONAL SUMMARY:

- 3+ plus years of experience in Web Development, Business and Data Analysis, Requirement Gathering and UAT
- Skilled in understanding the process of serving a webpage and how the browser renders code, building front-end websites from scratch, as well as with ready-made frameworks, creating full-stack, single-page web applications with RESTful routes and AJAX methods, generating dynamic content and implement user-authentication schemes, developing apps while applying the accepted and standard basics of social coding—source control, issue tracking, functional feedback, etc., running through the entire development cycle of complex projects in both independent and collaborative settings
- Skilled in Client Engagement and Communication, Stakeholder Management, Functional Consulting, Requirement Elicitation, Requirements Management and Communication, Requirements Analysis, Project Planning, Solutioning, Documentation, Prototyping, UAT, Training, Implementation and Support
- Strong Business Analysis skills and a sound understanding of the Agile and Waterfall Software Development Life Cycle (SDLC) utilizing Rational Unified Process (RUP) methodology
- Requirement Gathering and Analysis based on the discussions with the Business partners
- Coordinate Design and Testing, User Acceptance Testing and Post Go-Live support
- Understanding of the AS-IS and TO-BE business processes and experience in converting these requirements into technical specifications for preparing test plans
- Work collaboratively with team members to achieve common goals while maintaining responsibilities and commitments
- Highly motivated team player with excellent Interpersonal and Customer Relational Skills, Proven Communication, Organizational, Analytical, Presentation Skills

Software/Hardware:

JavaScript, Node.js, HTML, CSS, jQuery, PeopleSoft PeopleTools – FSCM (Accounts Payable, Accounts Receivable, General Ledger), FSM, HRMS Modules, MS Dynamics NAV 2009/16 (FSM), SAP, Kronos Workforce 6.0, 8.0, Rational Rose Enterprise Suite, Rational Requisite Pro, MS Visio, Test Director, Test Manager, Rational Clear Quest, Load Runner, C/C++, Java, SQL, PL/SQL, VB, HTML, Crystal Reports, Excel, MS-SQL Server, Oracle, Power BI, Power Query, Power Pivot, Tableau

April 19 – Current Trinity Health of NE, Bloomfield CT
Role: Coding Compliance Specialist

Responsibilities:

- Monitor overall coding quality coding professionals
- Provide feedback and education
- Provide orientation to physicians and other healthcare professionals on coding and documentation requirements
- Maintain detail results of monitoring and auditing performed with documentation of necessary education, follow up and case specific findings
- Develop educational programs to providing ongoing training in response auditing findings or regulatory changes
- Serve as a resource for colleagues on professional coding and documentation requirements
- Monitor, research and recommend changes in response to all local, state and federal regulations pertaining to the private practice of medicine and professional services

April 18 – March 19 Starling Physicians, Rocky Hill CT
Role: Compliance Specialist

Responsibilities:

- Responsible to generate reports to identify eligible services for audit, selecting the sample, obtaining records, preparing auditing sheets and summary spreadsheet
- Update design documents and business process flow charts
- Produce Starling Physicians Coding Distribution report for comparison with CMS statistics (quarterly). Prepare data in chart format with national averages highlighted
- Intake, log and process calls and correspondence from the Compliance Hotline and Patient Feedback mail box
- Document complaints/concerns in detail and compose summary of discussion and/or response
- Escalate issue(s) as needed or forward to appropriate party for resolution

- Maintain Compliance shared drive for archiving all completed audits, surveys, and results. Scan and index all record reviews for ease of retrieval and future reference
- Manage YOY tracking for all audits completed with dates, results and outcomes
- Assist with the Compliance Department functions
- Facilitate claim correction process with Revenue Cycle Department
- Review and update Compliance Calendar including coding education and scheduled chart audits available for the team on SharePoint
- Research and retrieve medical records or other supporting documentation upon external audit or for special projects
- Create Dashboards using Power Pivot, Power Query

May 17 – March 18   High Ridge Brands, Stamford CT
Role: Functional Analyst Consultant

Responsibilities:
- Identified business requirements and design solution for the same. Creating documents of current process and any changes to the current functionality of the system
- Interacted with the business users along with the administration and management to gather business stories and analyze the functionalities that needed to be incorporated into the system
- Analyzed and translated key business requirements (BRD) via process flows, use cases, business and use groups
- Conducted meetings with various stake holders to gather requirements (High Level Business and Functional Needs)
- Responsible to fix the system problems for the business users into their day to day activities
- Conducted functional walkthroughs and User Acceptance Testing (UAT)
- Documented the system problems and their solution for future reference
- Tested changes to the current and new functionality and document the results
- Trained business user to use new functionality added in the system and help them throughout the process
- Utilized knowledge of XML, MS SQL Server, and Oracle to confirm that performance met or exceeded best practices; tested via APIs or writing SQL queries to further enhance product and promote customer confidence in ancillary products

Jan 16 – Apr 17   ConsultAdd/Accenture, Bedminster, NJ
Role: Technical Business Analyst

Responsibilities:
Responsibilities encompassed: Creating system requirement documents, responsible for integration time management system with downstream reporting and financial system, required right level of data mapping as environment changed
- Acted as a liaison to Business and technical development team to create systems requirements
- Identify business rules for data mapping, set up configuration
- Was assigned to work on key areas of AT&T's HR, Time and Payroll Integration in PeopleTools with Kronos, SAP and other third-party Finance systems
- Worked in different modules of PeopleTools FSCM including Accounts Payables, Account Receivable, General Ledger
- Worked closely with Business to provide the most efficient configuration
- Created 'As is" and "To be" Process Flow Diagrams to understand the Current and Future state
- Created functional specifications and user stories for all interfaces, reports, and processes. Determine best design strategy to meet business needs. Created business process flows; determine configuration strategy for each component that will include all of the business requirements for internal, external and third-party systems
- Created requirement documents to develop centralized front end time engine platform in PeopleTools for more than 100K users. There were different platforms using various time keeping methods to capture time and attendance/scheduling
- Created requirement documents to integrate financial data from Financial Systems into PeopleTools for data validations and making data available in PeopleTools to downstream systems for financial reporting
- Conducting meetings with Third Party Systems to convince them to send data as per AT&T's need
- Redesigned Time & Attendance affects Scheduler, Labor Forecasting, Volume Forecasting and Labor Costing
- Leading system requirements review/white boarding sessions with end user and architects to ensure all Requirements and Design documentation were adequately generated and reflective of the new plan design

- Worked jointly with end-users to identify system to identify system inefficiencies, document technical specifications, and assist developers with technical design
- Created test scripts and perform testing to ensure each business process, core configuration, tax code, interface, report, and query is tested and accurate. Track testing results using the following tools: HP -ALM Quality Central, Load Runner and Test Director. Testing includes Unit, SIT, UAT, and Parallel
- Performed backend testing using SQL queries

Education:
Bachelor in Computer Applications