

Mrunal Patil

9987737313 | rushabhpatil22696@gmail.com | Kalyan, Maharashtra

Professional Summary

Experienced in IT and FinTech sectors with a focus on delivering business value. Accomplished Business analyst skilled in techno-functional operations, product management, and software development lifecycle. Proven ability to successfully complete projects and drive results through strategic planning and effective team collaboration.

Professional Experience

Skillnet Solutions India Pvt. Ltd. | Nariman Point, Mumbai, Maharashtra
Assistant Buisness analyst | 08/2023 - Present

Project 1 : Marine Management Services, Nariman Point

- Engaged with stakeholders to collect comprehensive information about needs and expectations.
- Conducted research and collaborated with teams to select optimal software solutions.
- Produced comprehensive requirement documents and a specification matrix.
- Installed and managed critical software tools like Python, PyCharm, Jaspersoft Studio, and PostgreSQL.
- Used Taiga for agile project management, tracking progress and managing tasks.
- Leveraged Odoo for business management including CRM, Employee, and Reporting modules.
- Utilized Jaspersoft Studio to design and automate multiple reports.
- Recorded and documented meeting minutes to track project discussions and decisions.
- Developed detailed installation guides for software setup.
- Collaborated on SQL query formulation for database operations and report generation.

Project 2: Oracle Retail POS, Implementation of Xstore & Handling Change Requests (Mexico, North America)

- Implementation of Oracle Xstore, configuring and deploying the system to meet specific retail environment needs.
- Efficiently handled change requests to adapt to evolving needs and requirements.
- Facilitated discussions to understand requirements, manage expectations, and incorporate feedback.
- Produced functional requirement documents (FRD) to define system functionalities.
- Developed comprehensive user guides to assist end-users in navigating the new system.

Inditrade Capital | Lower Parel , Maharashtra

Management Trainee / Assistant Product Manager | 12/2021 - 08/2023

- Proficient in end-to-end DSA, Sales, Credit, Operations, and Disbursement processes.
- Enhance business processes through improvement and design.
- Collaborate with cross-functional teams to define product requirements, prioritize features, and manage the product roadmap.
- Excellent technical writing skills for BRDs, FRDs, Nonfunctional Requirement Documents, User Stories, Product Manuals, Test Cases, and Requirement Trackers.
- Experienced in preparing Project Scope Documents, Proof of Concepts, Minutes of Meetings, GAP Analysis, Change Management Processes, and RACI Matrix.
- Skilled in project tracking, coordinating with IT teams, and managing development tickets.
- Perform requirements analysis, brainstorming sessions, and communicate insights to Business Heads and management.
- Develop and conduct UAT, generate reports, allocate resources, and support daily issues.
- Expertise in implementing business products, designing flow charts, and improving business processes using MS Visio, MS Excel, and Draw.io.
- Follow up with end-users and developers for satisfaction and manage change requests.
- Led the successful launch of a digital loan product, optimizing customer journey and increasing efficiency.
- Developed and implemented product enhancements for University and Ticketing modules, driving revenue growth and improving service offerings.
- Managed end-to-end content management system (CMS) portal for the organization's official website, enhancing online presence and user experience.
- Automated credit financial analysis tools, reducing manual errors and improving credit worthiness assessments.
- Collaborated closely with IT teams to track project progress and manage development tickets, ensuring timely issue resolution and user satisfaction.

Internship at BATI | Dombivli, Maharashtra
Business Analyst | 05/2021 - 08/2021

Internship Project 1 : Easy Car Rental (ECR)

- Solution Type- Website Methodology- Waterfall Role- Business Analyst
- Deliveries- Requirement Gathering, Minutes Meeting, UI Screens, UML Diagram, BRD and SRS etc. Responsibilities- Requirement Gathering, BRD, FRD, UAT.

Internship Project 2 : Car Parking

- Solution Type-Mobile Application Methodology- Waterfall Role-Business Analyst
- Deliveries- PSD, POC, Requirement Gathering, Minutes of Meeting, UI Screens, and UML Diagram, BRD and SRS etc. Responsibilities-Requirement Gathering, POC, PSD, UAT.

Internship Project 3 : Reward Point Integration System

- Solution Type-Mobile Application Methodology- Agile Role- Business Analyst
- Deliveries- PSD, POC, Requirement Gathering, Minutes of Meeting, UI Screens, and UML Diagram, BRD and SRS etc. Responsibilities-Requirement Gathering, POC, PSD, BRD, FRD, UAT.

Skills

MS & WPS Word, MS & WPS Excel, MS & WPS PPT, MS Visio, MS SQL, PGAdmin (PostgreSQL 16), Draw.io, Moqups, , Class Diagrams, E-R Diagrams, Flowcharts, Activity Diagram, Data Flow Diagrams, Sequence Diagrams, Use Case Diagrams, Taiga

Education

Bharati Vidyapeeth Deemed University | Kalyan, Maharashtra
MBA Project Management | 06/2023

M.I.T. | Kalyan, Maharashtra
PGDM - I.T Management | 03/2021

Priti Academy Institute | Kalyan, Maharashtra
BSC - I.T | 03/2019

Seth Hirachand Mutha College | Kalyan, Maharashtra
HSC | 03/2013

Mohindar Singh Kabal Singh English School | Kalyan, Maharashtra
SSC | 03/2011

Languages

English, Hindi, Marathi

Certificates

Advanced Business analyst certification - BATI, Advanced SQL Certification Training - Microsoft, Buisness analytics certification with excel, Product management 101, Introduction to Digital Marketing