Vaibhav Kulkarni

BA/QA Professional with 7+ years of experience
Contact: +917875688085

HIGHLIGHTS

- **Primary Skills:**
  - Experience in Business Analyst and Quality Assurance.
  - Experience in Agile Methodology.
  - Databases: SQL
  - Manual Testing
  - API Testing(Postman,Swagger)
  - Automation Testing
  - Performance Testing
- **Additional Skills:**
  - Microsoft Office 365 (Microsoft Teams,Word, Excel, Outlook, PowerPoint).
  - Document making (BRD, FSD, TRD, WBS, RTM).
  - Agile Methodology & Scrum Foundation.
- **Domains:**
  - P&C Insurance ,E-Commerce & Finance.

SUMMARY

- Industry experience as Business Analyst with expertise in improving business decision making by navigating, automating and software testing (Manual, API,Performance Testing and Automation) with a solid understanding of test planning, test design, test execution and defect reporting and tracking
- Experience in analyzing accounts payables & accounts receivables, preparing monthly reports, and sharing it with the senior management/ stakeholders.
- 3.5 Years of experience in Business Analyst P&C Insurance domain.
- Expertise in performing general ledger entry transaction.
- 3 years of experience in L2 and server-side support engineers in Akon InfoTech Pvt. Ltd.
- Experience in evaluating and creating Business Requirement Document (BRD) and Functional Requirement Document along with Requirement Traceability Matrix (RTM) document
- Expertise in creating and documenting process descriptions and process flows as well as robust use cases
- Actively participated/ arranged with number of iterations between team and customer on domain related tasks
- Adept in performing impact analysis and generating system requirements documents
- Experience in identifying gaps in different processes and implementing process improvement initiatives across the business improvement model
- Expertise in preparing and reviewing Long Term Forecast (LTF) and monthly forecasts/ actuals at Leadership Team Meetings
- Involved in identifying functional and Non-Functional requirements and create the Functional System Design document (FSD)
- Experience in supervising quality and completeness of System Use Cases and BRDs
- Involved in User Interface (UI) analysis with the business team to ensure correct requirement understanding
- Expertise in understanding and analyzing test requirements, tracking changes, and maintenance of test requirements

- Well acquainted with all phases of **Software Development Life Cycle (SDLC) and Software Testing Life Cycle (STLC)**
- Strong domain knowledge about Property and Causality Insurance and E-commerce domains
- Proficient in preparing test plans based on the business and system requirements
- Knowledge of **JMeter** performance tool
- Expertise in executing **Selenium** test cases and reporting defects
- Experienced in handling team and coordinating testing in distributed onsite-offshore teams and leading offshore teams
- Excellent analytical, problem solving, and interpersonal skills
- Self-motivated, hardworking, and team player ability to handle multiple tasks, and a fast learner
- Ability to produce the best result in pressure situations
- Ability to work in team as well as individual
- Profound skills in working on multiple projects independently
- Superior expertise in **MS Windows** implementation, maintenance, documentation, and troubleshooting
- Outstanding aptitude in manipulating existing AD environment domains
- Good communication and problem-solving skills

EDUCATIONAL QUALIFICATION

- Completed Integrated Master of Computer Applications (MCA), MIT College, Pune, Maharashtra
- Polytechnic Diploma in Computer Science and Engineering

TRAININGS/ CERTIFICATION

- Financial Market Beginner Level 1 Certification
- Completed Scrum Foundation Professional Certificate.
- Completed Cyber Security Foundation Professional Certificate.
- Completed Software Testing, Seed InfoTech, Pune, Maharashtra
- Trained on Selenium with Java
- Trained on Performance Testing Tool Jmeter

PROJECT EXPERIENCE

Synechron Technologies Pvt. Ltd., Pune	**Feb'14 till date**
Project 1: Ingram Industries Inc.	**Dec'18 till date**

Role: Team Lead (Business Analyst and Quality Control)
Description: Ingram strives to create and discover new paths to success for publishers, retailers, libraries, and educators so consumers across the globe can have easy access to the books they want in the formats they most prefer. Transforming the industry through smart leadership—wherever books are going chances are the companies that makeup Ingram Content Group helped get them there.
Team Size: 5
Responsibilities:
- Worked as a Project Lead in creating requirements, analysis, and implementation plans for multiple lines of business focusing on gap risks
- Captured technology and business requirements ensuring agreement among stakeholders
- Developed enhancements to the budgeting and corporate planning toolset
- Implemented the Software Development Life Cycle (SDLC) for the development life cycle and followed the standards process in the application
- Prepared excellent documentation on business requirements to develop functional specifications
- Developed test plan

- Triaged customer raised defects and gave a presentation to stakeholders so that other members understand root cause of defect
- Captured every meeting note and sent to meeting attendees
- Monitored and assessed projects and communicated status to senior leadership
- Identified and anticipated issues that affect the successful delivery of projects
- Facilitated resolution, mitigation, and appropriate escalation, up to and including senior management
- Provided the estimation based on the business requirement
- Performed manual testing by executing test cases for all modules before creating automated scripts to validate the test procedure
- Validated and reported the integrity and accuracy of databases by performing backend testing
- Actively performed Web Services and Rest API testing using Postman
- Validated the interfaces database testing
- Provided the RCA of the defect
- Reported bug in JIRA, monitored until get fixed, and updated documents in Confluence
- Tested the hotfix items and provided the quick result to stakeholders
- Involved in retrospective meeting so that we can identify previous release challenges and will try to overcome those challenges in current release.

Environment: TestComplete, SQL, Selenium, JIRA, Eclipse, JMeter, Postman, Git

Project 2: Property and Causality Insurance   **Jun'14 to Nov'18**
Client: Majesco
Customer Name: Mapfre Insurance Company/Society Insurance/Lexington
Role: Associate Business Analyst
Description: We combine our technology, expertise and leadership to help insurers modernize, innovate and connect to build the future of their business – and the industry – at speed and at scale.
Mapfre is the largest private passenger automobile insurer, homeowners' insurer and commercial automobile insurer in Massachusetts. Mapfre offers property and casualty insurance in 19 states across the United States through a network of more than 4,200 independent agents and brokers.
Team Size: 4
Responsibilities:
- Liaised with business and functional owners during risk engineering and high-level review sessions to derive and execute action plans, meeting deadlines and standards.
- Prepared analysis of accounts payables and produced monthly reports for Mapfre vendors by scheduling pay checks, and generally responded to all vendor inquiries regarding finance
- Prepared analysis of accounts receivables and produced monthly reports, identified the credits outstanding for the said month and follow up with the vendors/clients for the payment receivables.
- Maintain general ledger accounts and prepare journal entries for accruals and variances.
- Follow documentation retention policy to maintain accounting files.
- Defined and documented clear and complete detailed business requirements and functional specifications using the SDLC methodology from the Business team.
- Organized meeting with business users to prepare and update Business Process Requirements and System Requirements
- Ensured all artifacts complied with corporate SDLC Policies and guidelines
- Understanding Business Owners, Commercial Package, Property, General Liability, and Inland Marine, Crime and fidelity and Umbrella Products.
- Understanding Different types of transactions i.e Quote , Policy, Endorsement, Cancellation , Reinstatement, Quote for Endorsement, Quote for Renewal, Audit, Reverse Audit.
- Understanding different types of premium i.e. Transaction Premium , Written premium, Fully

Earn Premium, Fully charge Premium, Retained Minimum Premium, Additive Premium, Balance to Minimum Premium

- Walkthrough/ WebEx with BA/ Customer in daily calls/ as and when required, through which we get clarity on business requirement, impacted areas and concrete approach to implement
- Prioritized outstanding defects and system problems, ensuring that accuracy and deadlines were met
- Performed GAP analysis of business rules, business and system process flows, user administration, and requirements
- Understood the ISO circulars and filled requirement
- Met with manager and developer groups to determine user requirements and goals
- Drafted test strategies, test cases, and test plan based on functional specifications
- Performed sanity and smoke testing on the application
- Helped QA team to testing the current release tickets
- Worked closely with developers to come up with solution for improving performance
- Communicated status reports, defect metrics, and execution summary to the onsite team.
- Created weekly status reports and monthly status
- Understood systems and provided an estimate of time needed to test the functionality when given a set of requirements
- Utilized test management tools for test case repository, defect-tracking, and execution of test data
- Wrote the underwriter rules and rule sets
- Verified the attachment criteria of forms with the mapping sheet for fields such as control date, state, and coverage
- Executed SQL queries related to bug SRs issue verification from static tables (IEL tables) and MIS tables in the database
- Executed SQL queries related to Form SRs in the database
- Provided the demos to customer for currently implemented requirement
- Carried out depth analysis of RCA items
- Scheduled bug triage meeting and sent meeting notification for attendees
- Created a defect report and sent it to all attendees before the meeting
- Participated in retrospective meeting so that we can identify previous release challenges and will try to overcome those challenges in current release

Environment: PL/SQL, JIRA, MIC Policy, Test Studio, Dev. Studio, LANDesk

Akon Infotech, Pune/ Synechron Technologies	**Nov'10 to Jan'14**

Designation: L2 and Server Support Engineer (Systems)
Responsibilities:
- Managed domain server, user accounts, access policies, and backups of business critical data
- Maintained active directory user accounts and home folders
- Ran help-desk and provided support for network connectivity, SQL Server connectivity, and Oracle 9i/ 10g server installation and database creation, VM related problem, Symantec Related issue, and hardware problem
- Provided support for network related issues, operating system problems, and other applications
- Responsible for OS installation, software installation, printer and scanner troubleshooting
- Provided remote support to onsite user
- Installed and troubleshot for SharePoint server
- Handled rack space
- Provided support for connectivity, network, and hardware problem
- Ensured data protection and high system availability in coordination with strategic Engineering team
- Assisted in company technology budget planning and report preparation

- Configured DNS, DHCP, and ADS in MS Windows
- Created users and account policies, and implemented users rights in MS Windows
- Responsible for creating profile, groups, trust, auditing, and DFS
- Responsible for Symantec and NT Backup and Restoration
- Configured and maintained email account in Outlook Express, MS Outlook, Entourage, and Thunderbird
- Responsible for administration of software and custom applications as required, including server systems

Environment: C, C++, Java, VSS Server, SVN Server, MS SQL Server, JIRA, QC

HOBBIES/INTERESTS

- Cooking
- Hanging around with friends
- Sports
- Interacting with people to collect different kinds of views

PERSONAL DETAILS

I see myself as a confident, self-motivated outgoing person having an analytical frame of mind, an aptitude for problem solving and an ability to assimilate facts quickly. I have demonstrated the ability to work under pressure and challenging environments and niche technologies, and the ability to both lead and work in a team environment.

Date of Birth: 29th Sep 1991
Gender   : Male
Marital Status: Married
Nationality   : Indian
Proficiency: English, Hindi, Marathi, Kannada

DECLARATION

I hereby acknowledge that the above information is true to the best of my knowledge and belief.

Date:-

Place: -   **Vaibhav Kulkarni**
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