

YOUR NAME AND ADDRESS HERE

Professional Summary:

- Six years of experience as a **Business Analyst / Data Analyst** with a good understanding of Business process flow.
- I have worked with the **management of companies** and help them do a better job of **organizing** the company and adding up to their profits.
- Established **technical competency** and **analyzed tradeoffs between usability and performance needs** with the help and collaboration with subject matter experts and software developers.
- Undertook several **training for employee** from time to time and **developed procedures** to follow.
- Worked with the technical staff to **interpret and transform** the **requirements** in terms of business necessities to technical specifications.
- **Analyzed business related data** such as business records, operating manuals, business guides and other pertinent documents.

Expertise:

- Practical knowledge of **Software Development Life Cycle (SDLC) Methodologies** including RUP, Agile and Waterfall Model.
- Proficient in **Requirement Gathering Techniques** ranging from Interviews, Questionnaires, Joint Application Development (JAD) Sessions, Job Shadowing to Storyboarding and Prototyping.
- Facilitating Integration, System & Alpha Testing and **planned UAT** and Release Testing with the QA testers, stakeholders and the business users.
- **Developed QA Test Plan**, and assisted QA team in System Testing to ensure the new system satisfy all User requirements
- **Checking and validation of requirements** in conjunction with the stakeholders.
- Experience with **Unified Modeling Language (UML) diagrams** such as Use Cases, Activity Diagrams, Sequence Diagrams, Data Flow Diagram and Deployment Diagram using Visio and Rational Rose.
- Expert in **data analysis** using various tools and writing SQL queries.
- **Strong analytical and product management skills** including thorough understanding of how to interpret customer business needs and translate them into application and operational requirements.
- **Proactively communicate and collaborate with external and internal customers** to analyze information needs and functional requirements and deliver the following artifacts as needed: (Functional requirements (Business Requirements Document), iii. Use Cases, GUI, Screen and Interface designs).
- **Analytical, methodical and resourceful approach to problem solving**, identifying root causes and corrective actions to meet short and long-term business, financial and system requirements.
- **Utilize my experience** in using enterprise-wide requirements definition and management systems and methodologies required.
- Expertise in the management of **User Request Change or change management (CM)** , and handle User Conflicts.
- Involved in **End User Training** and the **Documentation**.