

# Almaas Shaikh

almaas0123@gmail.com | 94081 45797

## EXPERIENCE

### CIVIC TECH & SOCIAL IMPACT (NDA) | BUSINESS ANALYST CONSULTANT

Nov 2024 – Present | Ahmedabad

- Consolidated inputs from government agencies, nonprofits, devs into a unified backlog, reducing development rework by 50%.
- Set up a structured feedback process using Airtable & automation, accelerating triage & resolution of usability issues by 40%.
- Improved mobile onboarding for underserved users by refining requirements & acceptance criteria, cutting user drop-off by 33%.
- Led field-based UAT across kiosk and mobile platforms, identifying and resolving 10+ critical usability blockers pre-launch.

### TECSTUB | BUSINESS ANALYST

Nov 2023 – Oct 2024 | Ahmedabad

- Spearheaded the strategic migration of a legacy monolithic platform to a microservices architecture, reducing feature deployment cycles from monthly to weekly and cutting production incidents by 40%.
- Automated warehouse operations with a new RPA system, cutting handling costs by 20% while scaling capacity to 5K+ daily orders.
- Built and prioritized the product backlog with 200+ user stories and clear BPMN flows, reducing costly development rework by 30%.
- Led the API integration of 10+ new partners (insurance, logistics, payments), boosting transaction processing speed by 20%.

### STEAMROLL TECHNOLOGIES | BUSINESS ANALYST

Jul 2018 – Oct 2023 | Ahmedabad

- Launched a G2B digital procurement portal for the public sector, onboarding 5k+ vendors, cutting tender processing time by 30%.
- Led the company's transition to Agile, moving teams to Jira & Confluence and coaching Scrum practices to speed up feature delivery by 25%.
- Managed the government RFP process from creation to vendor selection, securing a partner who delivered the final project 15% under budget.
- Improved client satisfaction by 30% through clear presentations to senior officials and proactive post-launch support.

## PREVIOUS EXPERIENCE

### Business Analyst, Empowering CPO | Jan–Jun 2018

Delivered \$18,000 cost savings (12%) on a \$150K budget by creating smarter procurement strategies for CPG and aviation sectors. Developed go-to-market strategy through competitive pricing and positioning analysis.

### Management Trainee, Gujarat Agro Industries Corporation | Jul–Sep 2017

Created a new credit policy that reduced late payments by 20% in the first quarter. Supported ERP system rollout with testing and operational feedback.

### Content Writer, Peerbits Solutions | May–Aug 2016

Boosted web traffic by 25% and CTR by 30% through SEO-optimized blog posts (20+). Conducted keyword research to enhance content strategy.

### Software Engineer Intern, RapidOps Inc. | Jan–Apr 2016

Developed custom BigCommerce APIs using the MEAN stack. Improved site performance by reducing load times by 40%.

## SUMMARY

A strategic Business Analyst who excels at translating complex business needs into high-impact technical solutions. Thrives on bridging the gap between stakeholders and development teams to optimize workflows, clarify requirements, and deliver user-centric products that create tangible business value.

## EDUCATION

### POST GRADUATION

MBA - DUAL SPECIALISATION

FINANCE & MARKETING

2018 | BKSBM, Gujarat University

### GRADUATION

BE - COMPUTER SCIENCE

2016 | AIT, Gujarat Technological University

## KEY SKILLS

### PRODUCT & AGILE

Product Roadmapping

Stakeholder Management

User Persona & Journey Mapping

Market Research & Competitive Analysis

Agile & Scrum Methodologies

User Stories, Epics & Acceptance Criteria

Backlog Grooming & Prioritisation

### BUSINESS ANALYSIS

Requirements Elicitation &

Documentation

Process Modelling

Gap Analysis & Solution Design

UAT Planning & Execution

Cross-Functional Team Leadership

### TOOLS & TECH

Product Management - Jira •

Confluence • Trello • Productboard

Collaboration & Design - Miro • Figma •

Lucidchart • GitHub

Data & Analytics - SQL • Power BI • GA

• Mixpanel

## COMPETITIVE AWARDS

Open Gov Data Hackathon

Smart India Hackathon

National Case Studies (under publication)