




# SHIVANI AGNIHOTRI

## ANALYST -DELOITTE USI

### PROFILE

A Business Analyst enthusiast extremely motivated to constantly develop my skills and grow professionally, with keen interest in Business Analysis and upgrading my technical profile. Seeking to leverage skills and experience to guide business decisions.

### CONTACT

-  Gurugram, Haryana
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-  9450350500

### CORE COMPETENCIES

- Teamwork and collaboration in Agile environment
- Creating Business Requirement Docs
- Creative problem solving
- SDLC (Agile/Scrum, Waterfall)
- Good communication and networking skills

### IT SKILLS

- **Visualization:** TABLEAU, Power BI
- **Language:** Python, R
- **Application Package :** MS Office (Word, Excel, PowerPoint)
- **Database:** SQL
- **Project Management:** Jira, Trello, Azure Devops

### WORK EXPERIENCE

#### 1. Analyst (MAR 2021- PRESENT) | Deloitte USI

- Define backlog items (epic, features, user stories) that guide the Agile software development team.
- Proficient in requirement gathering and analyzing business requirements to develop comprehensive solutions
  - Conducted thorough testing and quality assurance activities to validate system functionality, ensuring compliance with regulatory standards and industry best practices
  - Preparing the roadmap & milestone for the project deliverable and get approved by stakeholders.
  - Creating the product backlog and sprint backlog, defining the priority of backlog items.
  - Creating interactive dashboards using Power Bi and Tableau.
- Monitor project progress and performance using Project Management tool-Jira, Confluence etc
- Design process diagram, use cases and user story.
- Attending meetings with the client's to conduct gap analysis, feasibility analysis and workshops
- Gather and analyze data from various sources to identify trends and patterns

## ACADEMICS

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### **MBA (HR & Mkt): 2017-19**

Axis Institute of Planning & Mgmt,  
Kanpur

### **B.Sc : 2013-16**

CSJM University, Kanpur

## Achievements & Extra Curricular Activities

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- Received "Applause Award" in year FY'23 for excellent contribution in RFA Team from Deloitte USI
- Received "Spot Award" in FY'22 for excellent contribution in RFA Team from Deloitte USI
- Received "Academic Excellence" Award in college for getting good grades in MBA
- Drafted Content published in leading Newspaper "The Times of India"
- Responsible for conducting "Employee Engagement " events
- Responsible for Content Development in College

## 2. Analyst

(July 2019- Feb2021) | HCL Technologies

- Publish Bi-Weekly, Quarterly and Monthly Hiring Metrics and other Talent related reports
- Gather, analyze, quantitative and qualitative data, prepare report using Advanced Excel, Power Bi and PowerPoint, present it to Business Leads
- Connect with Vendors and make them understand the business requirement to source quality profiles for the position
- Expertise in IT, Non-IT Recruitment process and Employee Engagement.
- Connect with Stakeholders and understand their requirement, document it and share with Team to deliver quality work.

## CERTIFICATIONS

- **Business Analysis Foundational Certification**
- **CBAP Certified- IIBA**
- **Advanced Excel Certification**
- **Agile & Scrum Certification**
- **Advanced Power Bi and Tableau Certified**