Professional Summary:

* Over **8 years** of experience as a **Financial Business Analyst** with strong understanding of **Requirements Gathering, Business Process Flow, Business Process Modelling, and Business Analysis in Banking and Financial services.** **Wealth Management and Asset Management.**
* Experienced in Software Development Life Cycle (**SDLC**) variants such as **Waterfall, Agile methodology**.
* Experience in handling projects in finance domain, automating systems to streamline process, integrating the system and implementation of project, understanding of **SOX Compliance**, **KYC/AML** Compliances.
* Specific domain knowledge and experience in the asset management, investment banking and Wealth Management.
* Experienced in conducting **Gap Analysis, Business Process Reengineering (AS-IS** and **TO\_BE** process) to check the compatibility of the prevalent system infrastructure with new business requirements.
* Created various artifacts including Business Requirement Document **(BRD)**, Functional Requirements Document **(FRD), wireframes, user stories, Epic, Test Plan, Test Scenarios, and Test Cases and maintained Requirement Traceability Matrix** **(RTM).**
* Experienced in making **User Stories** in JIRA by **Agile Methodology** and well versed with **SCRUM MODEL.**
* Knowledge of trade associated risks such as Credit risk and Liquidity risk.
* Capital markets and investment management project manager/business analyst professional with covering capital markets, asset servicing, custody, investment operations, portfolio accounting, fund administration, performance measurement and attribution, compliance, due diligence, research, and technology solutions.
* provides end-to-end trade processing and workflow solutions that support all participants in OTC trading from pre-trade credit checking for clearing certainty to post trade notices of execution, trade confirmation, allocations, clearing and regulatory reporting.
* Experienced in creating **Business Process Models** and **Unified Modeling Language (UML) diagrams** like **flow diagrams**, **Use Case Diagram, Process Flow Diagrams, Sequence Diagram** using Visio and Rational rose.
* Good experience in conducting Joint Application Development (**JAD**) sessions with the stakeholders and the project managers by conducting personal interviews to get a better understanding of client business processes.
* Experienced in facilitating and conducting **business meetings, prepared meeting minutes** of discussions and decisions made during meetings.
* Collaborated with the designers and developers to ensure functional implementation of business requirements, and with QA team in executing Test Plans, Test Scenarios and Test Cases for **User Acceptance Testing (UAT).**
* Assisted the Product Owner in **product backlog refining, backlog prioritizing, story estimation, team dependencies.** Assisted Scrum master in facilitating scrum events like **Sprint Planning, Daily Stand-up, Sprint Review, Sprint Retrospective.**
* **Adequate technical skills in SQL to extract data for data analysis and user interface (UI) testing.**
* **Excellent interpersonal, decision-making, communication and presentation skills.**

**Domain Knowledge**

Financial Services, Asset Management, Wealth Management.

**Technical skills**

**Business Tools** MS Office, MS Project, MS Visio

**Methodologies** Waterfall, Agile-Scrum

**Project management Tools** JIRA, HPLM tool

**Database** MySQL, MS Access, Oracle

**Database Tools** Visual Studio, SQL Developer

**User Interface Tools** MS Visio, Rational Rose, Smart Draw

Elementary Knowledge of Oracle HRMS

**Education**

* Master of Computer Engineering - Mumbai University, India.
* Bachelor of Computer Engineering - North Maharashtra University, India

**Professional Experience:**

**CLIENT: Key Bank, Ohio (Remote) Mar 2021 – Till date**

**ROLE: Business Analyst**

**CRM Application Enhancement project.**

Banking Wealth Management experience and enhancement project.

Migration from old CRM application to new enhanced user experience. Retiring the old system and modernizing the user experience with additional capabilities of mobile access and to facilitate more efficient client relationship management.

**Roles & Responsibilities:**

* POC and competitoranalysis to decide whether to go with external vendors or use the in-house application with enhancement.
* Design review and integration testing of new UI with an existing database.
* KYC tool integration testing with new CRM application.
* Analyzed **AML** risk assessment results to identify and summarize risk themes.
* Process workflows for the **Wealth Management** application.
* **UML design** (Use Case, Activity and Sequence) for various Business Process Workflows.
* Worked with **UI-UX team** for prototyping phase.
* Performed extensive "Gap analysis" of the **Wealth Management** application to document existing business process flows and derive requirements for the proposed functionalities.
* Identify and assess new and existing risk and elevate any concerns to **Capital Markets** Senior Management to mitigate bank exposure or potential loss.
* Capital Markets trading OTC derivatives and listed markets, options trading strategies, order management systems OMS , exchange systems, electronic trading platforms, trade life cycle
* Assisted solution architects to develop technology solutions for the **Wealth management** application and asset classes including Equities, Commodities and **Fixed Income** instruments.
* Lead various process improvement projects within **Capital Markets and ensure timely and accurate results** of all project deliverables.
* Performed additional tasks as assigned, improving the effective administration of the **AML** and **KYC** Policies.
* Operations trade processing, global and domestic custody, asset servicing, middle and back-office outsourcing, fund administration, futures clearing
* **Coordinated with business user and UI-UX** team in wireframing phase.
* Gap analysis for various as-is and to-be enhanced business functional and risk mitigation.
* Involved with all the phases of **Software Development Life Cycle (SDLC)** methodologies throughout the project life cycle.
* Worked as a liaisonbetween the management and the IT team to ensure that business requirements are properly projected in the end solution.
* Collaborated with QA team to create and implement test plan and test cases for **User Acceptance Testing**
* Facilitated Scrum meetings: Daily **Stand-up, Sprint Planning, Backlog Grooming, Epic and Story Estimation**, Sprint Review.
* Coordinated activities between business unit and technical team, development of new methods, policies and governance procedures to meet the business needs**.**

**Environment:** Agile, MS Office, Visio, Oracle Database,

**CLIENT: Ally bank, IL (Remote) Sep 2019 - Feb 2021**

**ROLE: Business Analyst**

**Secured Storage and Sharing of data on Cloud - Project Detroit**

To address cloud security issues, protect client and company data and report cyber security threats, policy violation and SOX compliance issues implemented cloud security application and its integration with existing infrastructure.

**Roles & Responsibilities:**

* Initial analysis to determine security needs by going through the policy violation logs and issue identified during internal audit.
* Coordinated with audit and governance team for requirement gathering and to design the use cases.
* Worked in Comprehensive Anti-Money Laundering **(AML)** Compliance, **Asset Management**, Investment Management, **Wealth Management** and **fixed income**, trading and equities, credit and market risk and Derivatives.
* Project documentation like BRD and FRD creation and revision maintenance.
* Analyzed business requirements and segregated them into **Use Case and activity diagrams** according to **UML methodology**.
* Assisted the compliance teams to conduct **AML** investigations to analyze the alerted data and measure risk from a Bank Secrecy Act (BSA)/**AML** standpoint.
* Worked with fund operations and trading desks to gather business requirements and perform business modeling for trade capture, investment accounting, instrument valuation, and performance measurement covering fixed income instruments, forwards, options, futures, and interest rate swaps
* Design, Integrate and implement controls to prevent operating exposures and increase business improvements in Capital Markets area.
* Teamed-up with Subject Matter Experts to comprehend the artifacts within Investment Portfolio Management, Performance Management, Trade Lifecycle and **Asset Management** including asset allocation, asset diversification, risk & return analysis and cashflow management.
* Worked with development team during debrief and status meetings.
* Testing of various rules created for cloud security tool like unauthorize access, document sharing, single sign on and active directory.
* Defect tracking and facilitated its resolution by working as liaison between development and business team.
* Security log generation and its reporting. Alert mechanism testing.
* Risk mitigation by working with security team.

**Environment:** Waterfall & Agile methodology, Jira, MS Excel, MS Office, HPALM

**CLIENT: First Financial Bank, Ohio. Jan 2017 - Aug 2019**

**ROLE: Business Analyst**

**Banking Application Upgrade**

The project entailed developing end-to- end solutions with all functionalities enhanced as per client description. The scope of the project is to provide a platform to financial professionals to monitor and analyze information about Capital markets, Foreign Exchange, Money Markets, Financial Services. It provides access to real time market data, news, fundamental data, analytics, trading, and messaging tools.

**Roles and Responsibilities:**

* To identify, analyze, and document functional and technical requirements, I served as a liaison between business

Subject Matter Experts, leadership, IT, vendors, and cross functional groups.

* Using Structured Questionnaire, brainstorming, and **document analysis**, we elicited the project’s business requirements.
* Involved in the analysis and documentation of **business requirements**, as well as the development of system

specifications.

* Met with stakeholders and users to review expectations and identify opportunities to improve ROI.
* Analyzed any risks that may impact the requirements on a project.
* I took part in **Sprint Retrospective meetings, Release Planning, Backlog refinement**, and Product demos.
* Worked closely with the Product Owner to successfully breakdown **Epics**into user stories using **INVEST**

technique, prioritize user stories using **MoSCoW**, groom the **product backlog,** create, and document acceptance-

criteria, estimation, and prioritize product releases.

* Worked with the testing team to create and prepare the Test Scenarios as well as to ensure the application’s testability, reliability, usability, maintainability, and performance. I assisted and coordinated the **User Acceptance**

**Testing (UAT).**

* Monitored system performance and reports. Identified impacts to department processes when there is an issue

with system performance. Prioritizes defects and enhancements and process improvement requests.

* Root cause analysis to determine process deficiencies. Tracks issues to resolution.

**Environment:** Agile-Scrum, MS Visio, SharePoint, MS Excel, Word, PowerPoint

**CLIENT: ADP , Pune Nov 2013 – Sep 2015**

**ROLE: Junior Business Analyst**

**Unified Portal Creation**

Internal company portal development and its integration with various functions like Projects, Finance, Leaves, Benefits and Employee information.

**Roles and Responsibilities:**

* Understood the **HR function** end to end from candidate resourcing to attrition.
* Requirement gathering, analysis and testing for projects function creation which involves project types, budget, resourcing, deputation and revenue.
* Requirement gathering, analysis and testing for finance function which include project invoices and credit memos, employee claims and reimbursement.
* Requirement gathering, analysis and testing for employee detail repository like banking detail, leaves, benefits.
* Analysis and integration testing between Oracle ERP HRMS and company portal for employee data flow.
* Reports design, Testing and improvement for project milestone completion, budget vs actual expenditure, employee leave report, reimbursement and claim report, benefit summary, project revenue report and employee head count and termination report.
* Demonstrated a strong business development acumen and increased the penetration of data driven decision making across all company functions.
* Worked on POC demonstrating the value of advanced analytics in people’s decisions.
* Facilitated UAT testing and GAP analysis between as-is and to-be processes.
* Communicated findings to senior management via formal presentations, standard management reporting artifacts on periodic basis.
* Supported team and program on ad-hoc and cyclical duties/deliverables where required, including but not limited to data entry, system cleansing

**Environment:** SQL, MS Excel, MS SharePoint, Power PowerPoint, Oracle HRMS