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**Sandeep Allani**

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**Summary**

Results driven senior business analyst with 10+ years of experience in Software Development Life Cycle (SDLC) **requirements management**—elicitation, analysis, documentation and communication. Analyzing complex business processes, business solutioning and driving strategic initiatives using Software Development Life Cycle (SDLC) methodologies ranging from **Agile frameworks** like Scrum, Kanban, Waterfall to Test-driven development (TDD). Experience in handling large financial datasets and **data visualization** tools such as R Studio, Power BI, Tableau to extract, analyze and visualize and data for statistical modelling and actionable insights. Adept at end-to-end implementation, Continuous integration/continuous delivery (CI/CD) pipeline integration, user acceptance testing (UAT) and post-production support.

* Extensive experience in projects across various domains during different phases of the SDLC ensuring timely and quality deliveries. Proficient in **Business Analysis**, **Business process improvement** & **Scrum values** and practices.
* Excellent exposure to **Agile methodology** as a **Scrum Master** in highly dynamic & demanding environments.
* Good knowledge of business analysis frameworks, requirements writing and managing change requests.
* Extensive expertise in **Finance and Accounting**, coupled with a comprehensive background in planning processes.
* Proficient in various planning processes, including but not limited to, WF Planning, CAPEX Planning, and Headcount Planning, ensuring comprehensive coverage of **financial planning** areas.
* Implement a structured communication plan for **risk and issue** updates, ensuring stakeholders were informed about potential roadblocks and mitigation progress.
* Proficient in requirement elicitation techniques with experience in translating complex business needs & users’ requirements into clear and concise **Business Requirement Document** (**BRD**) and **Functional Specification Documents (FSD**).
* Good knowledge of various core **banking stress test scenarios** such as baseline, adverse and severely adverse.
* Effectively played the role of team leader and a liaison between the **business community** and **technical team** for successful execution and implementation of projects.
* Well versed in industry-leading tools like **JIRA**, **Confluence**, **MS Visio**, **MS Office**, **SharePoint** for the purpose of developing and publishing various project deliverables and artefacts.
* Implemented and managed Jenkins automation for continuous integration and continuous deployment (CI/CD) processes to streamline software development workflows.
* Expert in eliciting requirements through **surveys, focus groups, document analysis, interface analysis and JAD sessions** with Business Owners, End-Users, Subject Matter Experts (SMEs), Solution Architects, Developers, Testers, and other stakeholders.
* Experience in **As-Is** and **To-Be process models** by conducting **Gap Analysis, Impact Analysis**, **SWOT Analysis, Cost-Benefit Analysis, Risk Analysis, Root Cause Analysis**, Feasibility Study and Return on Investment.
* In-depth experience in identifying project **risks & issues** and formulating & implementing **mitigation plan.**
* Effectively communicated **cost-saving opportunities** to project managers and executives, utilizing data visualization tools to present findings in a clear and impactful manner.
* Supported **budget analysts** by providing timely and relevant financial information, contributing to informed decision-making and budgetary allocations.

**Technical Skills:**

**DevOps & Tracking**: JIRA, Azure DevOps, Confluence, MS project

**ETL Tools**: Informatica Power center

**Databases**: MySQL, SQL Server, MS Access, Oracle, IBM DB2

**Productivity Suite**: MS Office (Word, Excel, PowerPoint, SharePoint 2013, Visio, Access)

**Data Warehousing**: Data Marts, OLTP, OLAP, Multidimensional Analysis, Data Mining, Slicing/Dicing, Drill Down/Roll Up.

**Testing Tools**: HP QC, HP ALM, Selenium Web Driver, API testing.

**Data Visualizations Tools**: Microsoft Power BI, Tableau, MS Excel

**Certifications:** Certified Business Analysis Professional (CBAP) – IIBA & Certified Scrum master (CSM) - Scrum Alliance and

PMP from PMI

**Professional Experience:**

**Client**: JP Morgan Chase, Jersey City, NJ

**Duration:** Dec ’21– Present

**Role**: Sr. Business Analyst

Migration of the current MTR and ERS applications from Virtual Server Infrastructure (VSI) to cloud-based platform by breaking down the existing monolithic application to micro service-based architecture and follow the data center migration rules. Migrate JVM services to Photon framework & rewrite UI to React JS.

**Roles and Responsibilities:**

* Facilitate requirements analysis sessions with Product Managers, Development Teams and interact with diverse SMEs for documenting business/system requirements.
* Lead sprint planning, execution, and review sessions for cross-functional Agile development teams, ensuring alignment with project goals and business objectives.
* Schedule JAD sessions for requirement gathering, understand functionality & capabilities, feasibility and risk analysis with various stakeholders, including designers, developers, QA and management to identify critical and high-risk areas of the application.
* Works on project/program planning processes, including Budget/forecast Planning, and Headcount Planning. Capable of streamlining and optimizing these critical financial activities
* Performed GAP Analysis by understanding the AS-IS (existing) business processes and TO-BE (future) business processes to create the business process model.
* Utilized RACI matrix to outline responsibilities within project documentation, including Business Requirements Documents, Gap Analysis Documents, and Functional Specifications.
* Regularly reviewed and updated the risk and issue log, maintaining an accurate record of their status, resolution, and lessons learned.
* Collaborated with development and operations teams to configure Jenkins jobs for continuous integration and continuous deployment (CI/CD), resulting in faster and more reliable software releases.
* Played a key role in developing comprehensive business cases outlining potential cost savings, ROI, and implementation strategies, enabling informed decision-making.
* Collaborated closely with budget analysts and stakeholders to gather accurate budget data in alignment with project requirements.
* Extensively use JIRA to Epics, Stories, Sprint Burndown Charts to track teams progress and Burnup charts for the Stakeholders view to show the current status of the project.
* Managed and oversaw multiple projects from the state of inception to completion.
* Collaborate with the QA team in reviewing and validating test plans and test cases, ensuring that the final application catered to the user requirements.
* Prepare use case documents using MS Visio to create UML diagrams including use cases, activity and class diagrams to extract business process flows, assisting development and quality assurance teams in understanding the requirements.
* Collaborate with Product Owners to create, plan and prioritize product backlog, comprising of epics and stories. Managed other issues related to changes in existing flows to achieve Desired future state and efficiency, while lowering down operation costs.
* Assists in Data Analysis, Data Mapping, Data Extraction, Integration for migration.
* Executed all aspects of business analysis, reporting, database management, and financial analysis. Assisted in Conducting Smoke Testing, UAT testing, User Interface testing, functional testing, Integration testing, Regression testing, Back- end testing, UI testing, Parallel testing, Rules testing.
* Ensuring efficient and effective project delivery using project meetings, follow-ups, detailed schedule/planning efforts, identification of risks and escalation points, and the production of quality project artifacts.

**Environment:**Agile/Scrum, MS Office Suite, Microsoft Power BI, MS Project, MS Visio, SharePoint 2013, JIRA, HP ALM, Oracle, SQL, SQL Server.

**Client:** JP Morgan Chase, Wilmington, DE

**Duration:** Sep ’20 – Nov’21

**Role:** Senior Business Analyst

Functional/Automation and performance testing for client applications accessed from CPO and advisory application having calculation engine API.

**Roles and Responsibilities:**

* Worked closely with end-users and stakeholders to develop detailed understanding of the requirements and prepared a comprehensive set of documents to define the specifications and business value of the system.
* Preparing business cases, business requirement documents (BRD), and other strategic proposals and presentations for reviews by business executives evaluating project proposal, Architecture review boards and Architecture review councils.
* Created user stories using Rally, document business requirements, UAT documents in JIRA and Confluence.
* Conducted Brainstorming, interviews, Surveys with Business Owners, Business Users, Subject Matter Experts (SMEs), Development team and other stakeholders.
* Developed Data Flow Diagrams and Data mapping agreement, illustrating the flow of data from the front-end Guidewire Policy Center into the Application Database Tables.
* Identifying strengths, weaknesses, opportunities to improve the program with the help of SWOT Analysis.
* Preparing specifications and requirements, conducting engineering tasks, test plans, and conflict resolution.
* Collaborated with business units to discuss technical impact of business requirements and reach consensus on alternative solutions, where necessary, to maintain a consistent yet flexible architecture.
* Performed Gap Analysis, Impact Analysis, SWOT Analysis, Cost-Benefit Analysis, Risk Analysis, Root Cause Analysis.
* Documented business process flows via process flow modeling and use case diagrams in System Architect.
* Wrote business requirement specifications, technical specifications and use-cases based on information gathering sessions with clients and technical teams.
* Conducted requirement walkthroughs for developers and QAs to help understand business processes and solution specifications.
* Created requirement traceability matrix. Converted use cases to test cases and test scenarios and used them as basis for user acceptance testing.

**Environment:**Agile/Scrum, Microsoft Power BI, MS Office Suite, MS Project, JIRA, MS Visio, Informatica PowerCenter, Teradata, SQL, PL/SQL, Cognos, RStudio, TOAD, UML, Test Director, Visio, Requisite Pro, System Architect**.**

**Client:** JP Morgan Chase, Columbus, OH

**Duration:** May’19 – Aug’20

**Role:** Senior Business Analyst

Automation of 83 Top critical batch job with one click and implement functional testing. Automation of validation of critical functionalities and ensure the stability of the payment functionalities.

**Roles and Responsibilities:**

* Coordinate and prioritize outstanding defects and enhancement/system requests based on business requirements, allowing sufficient time frame to ensure accuracy and consider deadlines.
* Create several process artifacts including Use Cases, Prototypes, and Workflow diagrams for effective plans.
* Works with business SMEs, Delivery teams in gathering the requirements &amp; documents inline of Agile methodology. It includes identification of high-level business needs, Preparation of Duck-creek specific Detail Requirement docs (DRS), Screen field Design Doc, Preparation of Application Workflow.
* Worked on Agile and Scrum Methodology for Salesforce custom app implementation.
* Facilitate requirements analysis sessions with business users and JAD sessions with the development team.
* Documented the user-defined requirements, system use cases, high-level process maps.
* Conducted business requirements and test plan walkthroughs with the team.
* Conducted business meetings, prepared test plans, test cases, defect/error logs in Test Director and worked closely with developers in providing resolutions.
* Documented features, project scope, functional and data requirements for the Business Requirements document using Object Oriented approach, UML and Business Process diagrams, functional decomposition diagram in Visio.
* Developed “AS-IS” and “TO-BE” business process workflows, activity diagrams, swim lanes and context diagrams to solve business problems.
* Ensure that tests need to be executed in the non-prod environment to automatic validation for the batch changes before they are deployed in prod.
* Perform usability testing, collect feedback and recommendations for incorporating within the designs.
* Used SAS for pre-processing data, SQL queries, and data analysis, generating reports, graphics and statistical analysis.
* Worked in broad range of technologies, including business process tools such as Microsoft Project, Primavera, Promodel, MS Excel, MS Access, MS Visio, technical assessment tools, Data Warehousing concepts and web design and development.

**Environment: Agile/Scrum, MS Office Suite, MS Project, MS Visio, JIRA, Confluence, UML, MS project, HP QC, HP ALM,** **Tableau.**

**Client**: JP Morgan Chase, Columbus, OH

**Duration:** Aug ’18 – Apr’19

**Role**: Senior Business Analyst

The payments module was to accept deposit and withdrawal requests from online users using various Payment Methods. The various Payment Methods offered were Cards, Online Bank transfers, e-Wallets and Vouchers through Payment Gateways. The project involved integrating these Payment Methods through different Payment Gateways and introducing changes based on regulatory requirements including AML & KYC for the region.

**Roles and Responsibilities:**

* Worked extensively & closely with Product Managers to understand the payment methods to be integrated and the related regulatory requirements.
* Performed requirement gathering to understand the underlying business needs and requirements about the addition of new payment methods, integration through Payment Gateways and making changes in accordance with AML & KYC requirements.
* Aligned with Product Managers & different stakeholders to elicit requirements and subsequently perform Impact and Gap analysis.
* Assisted in creating, planning and prioritizing product feature backlog comprising of features and functionality about new Payment Methods, regulatory requirements, changes to existing flow to improve user journey and fixes.
* Contributed to effective planning right from the inception phase to staging, development till successful release while working in an agile mode.
* Elaborated identified user stories with needed specifications, while liaising with the business and technology teams through successive walkthrough sessions to effectively communicate end-users needs and requirements.
* Collaborated with technology and development teams for successful implementation of documented user stories, while ensuring the team always has an adequate amount of prior prepared tasks to work on.
* Provided the needed guidance and direction to cross-functional agile development teams and stakeholders on agile practices and related scrum ceremonies to help deliver incrementally.
* Aligned with team and remote stakeholders for successful implementation and testing of prioritized user stories till UAT and release.
* Facilitated User Acceptance Testing by creating Test plan and Test cases for the business users.
* Supported PMO by mentoring specific projects in application of the new SDLC based on the Agile Unified Process, especially from the project management, requirements, and architecture perspectives.
* Performed in depth gap analysis with different business groups to ensure that the system initiatives are met.

**Environment: Agile/Scrum, MS Office Suite, MS Project, MS Visio, JIRA, Confluence, UML, MS project, HP QC, HP ALM.**

**Client**: JP Morgan Chase, Jersey City, NJ

**Duration:** May ’17 – Mar’18

**Role**: Senior Business Analyst

To develop a customer portal under the client’s CRM initiative to provide the end customers with an online interface to view their policies, statements, and other relevant details.

**Roles and Responsibilities:**

* Designed and developed all Use Cases and Use Case Diagrams, Activity Diagrams, Class Diagrams, Sequence Diagrams, Use Case Scenarios, Business Processes, Business Flow Diagrams, and Workflow Diagrams using MS Visio.
* Assisted product owner with managing product and release backlog.
* Participated in sprint planning, Backlog Refinement Meets and contributing to the refinement and reprioritization of release backlog for the next sprint.
* Interacted with various business team members to gather the requirements and documented the requirements.
* Organize requirements into high level Use Cases and low level Use Case Specifications and modeled them into UC, Activity and Sequence Diagrams using Rational Rose and MS Visio.
* Identified and elaborated user stories with descriptions, acceptance criteria and supporting artefacts. Collaborated with Scrum team for design, development, and testing of the selected user stories.
* Worked with testing teams for drafting, reviewing test plans, test scenarios and test cases with subsequent execution of test cases. Facilitated Scrum review with demo and acceptance tests execution.
* Review system/application requirements (functional specifications), test results and metrics for quality and completeness.
* In charge of conducting the UAT with the Business users and gathering feedback and providing the same to the Development team.
* Created various Reports and Report folders to assist managers to better utilize Salesforce as a sales tool and configured various Reports for different user profiles based on the needs of the organization.
* Used field level security along with page layouts to manage access to certain fields.

**Environment: Agile/Scrum, MS Office Suite, MS Project, MS Visio, JIRA, Confluence, UML, MS project, HP QC, HP ALM.**

**Client**: McKesson Corporation, India

**Duration:** Aug ’16 – Apr’17

**Role**: Senior Business Analyst

**Roles and Responsibilities:**

* Facilitated requirements analysis sessions with Product Managers, Development Managers and interacting with diverse staff for ICD10 implementation to document business/system requirements.
* Documented features, process workflows in Visio and data element analysis of the ICD 10 sets for reporting medical diagnosis and inpatient procedures.
* Documented API Matrix for designing of business system solutions for supporting Infrastructure project, Product Status, Relay Analytics (Reporting SSRS) requirements using SQL query analysis.
* Perform data integration testing, managed multiple applications and study the current application architecture and data from the system requirements and database (Oracle) perspective.
* Catalog APIs for the application under investigation and work on feasibility study for API Management tool.
* Engage in daily standup Scrum calls and report weekly status reports to management.
* Ensured enough user stories were elaborated, prioritized and met the Definition of Ready (DoR) to keep the agile development team engaged with the next set of deliverables or product increments.

**Environment: MS Azure Cloud, API Management tool, Oracle, MS Office, Visio.**

**Client**: Cox Communication, India

**Duration:** Aug ’15 – Jul’16

**Role**: Business Analyst

**Roles and Responsibilities:**

* Create, consolidate and prioritize the Business process requirements as well as system requirements gathered in different phases of the project life cycle depending on the project size, scale and complexity.
* Gather requirements by conducting meetings and brainstorming sessions with end users and SME and document them using Requisite Pro - the documentation tool offered by Rational.
* Interact with business users and IT staff to bring a common understanding of the business terminology, system functions, and IT processes that help both the groups identify the real business needs while understanding the requirements thereby affecting the design of the proposed system.
* Developed PL/SQL Stored Procedures to check the status of the target database before moving records into it from source databases.
* Gathered reporting requirements, redefined measures, mapped data elements and definitions for calculating metrics to address end to end Problem Handling Standards.
* Performed data analysis for COX customers for their resolved and unresolved trouble tickets and effective Truck Rolls tickets using ICOMS - TC ticketing application.
* Performed data analysis on EDW and ODS databases in SQL Developer to have holistic, accurate and consistent view of CSRs and Cox customer performance.
* Performed SQL queries in Oracle SQL developer to perform data analysis.
* Developed PL/SQL Stored Procedures to check the status of the target database before moving records into it from source databases.

**Client**: British Petroleum p.l.c., India

**Duration**: Mar ‘14 to July ‘15

**Role**: Business Analyst

**Roles and Responsibilities:**

* Worked closely with end-users and stakeholders to develop a detailed understanding of the requirements and prepared a comprehensive set of documents to define the specifications and business value of the system.
* Conducted Joint Requirement Planning sessions (JRP) with SME’s (Subject Matter Experts) to develop architectural solution application by gathering Business Requirements, resolved open issues, and Changing Requirements
* Prepared project charter, risk assessment plan and project scope during initiation phase.
* Created Context model of the project, highlighting various sources, line of business, data integration processes, data implementation process and the targets.
* Conducted data analysis and source/target analysis to identify the sources/targets and listed the source/target tables and columns information (the RDEs) for creating the LDM for data warehouse.
* Led the business analyst team to gather requirements from the SMEs and the Business users.
* Collaborated with business units to discuss the technical impact of business requirements and to reach consensus on alternative solutions where necessary, to maintain a consistent yet flexible architecture.
* Documented business process flows via process flow modeling and use case diagrams in System Architect.
* Wrote business requirement specifications, technical specifications and use-cases based on information gathering sessions with clients and the technical team.
* Conducted requirement walkthroughs for the developers and the QA to help understand the business processes and solution specifications.
* Created Requirement Traceability Matrix and version control using Access database and generated reports periodically for reviews by the business and the IT group.
* Converted use cases to test cases and test scenarios and used them as basis for user acceptance testing.

**Client**: Nokia Siemens Networks, India

**Duration**: Oct ‘12 to Feb ‘14

**Role**: Business Analyst

**Roles and Responsibilities:**

* Use JIRA, a project management tool, to manage and organize the project backlog, user stories and the associated tasks in collaboration with the team.
* Create Issues on JIRA following the guidelines mentioned in the Definition of Done, Outline the tasks and subtasks, deciding which specific steps need to be taken and who is responsible for each of them.
* Facilitated accelerated acceptance of SCRUM values and practices within the cross-functional team through guidance and mentoring. Worked with leadership to acquire an understanding of business, existing issues/problems, and opportunities.
* Brainstormed and defined the roadmap for a digital workplace solution, along with creating product backlog with desired features and functionalities.
* Worked with the Product Owner for planning and prioritizing the product feature backlog. Liaised with end-user groups for requirement gathering, analyzing, and documenting it in the required format. Elaborated user stories with description, acceptance criteria and supporting artefacts such as workflow diagrams, mockups, etc., Conducted walkthrough sessions for business and technical teams for communicating requirements and functional specifications. Worked with the UX team during design discussions to arrive at and deliver the very best user experience.
* Contributed to the backlog refinement meetings, sprint planning meets and refinement and reprioritization of release backlog for next sprint. Worked along with the cross-functional team for the development and testing of the selected user stories for the sprint.
* Managed user stories, sprint backlog and burndown charts using TFS.
* Assisted with test plan preparation, reviewing test cases and subsequently participated in functional testing to validate requirements implemented as expected.
* Performed functional lead role to facilitate the integration of Application Under Development (AUP) to SAP through proper data mapping. Conducted scrum review with application demos and brought in Product Owner acceptance.
* Supported Black Box Testing, Regression testing & User Acceptance Testing (UAT) towards the end of the release.
* Participate in Build Verification Testing and Postproduction Validation (PPV).

**EDUCATION:**

**Bachelor of Technology (BTech)** – SSJ Engineering College (JNTU University), India.