Archit Jain

Delhi, India   jarchit29@gmail.com   7018990346   in/jarchit29

SUMMARY

Tech-savvy Business Analyst holding 3 years of industry experience with a solid background in software development for mobile and desktop platforms. Blend of technical prowess and business insight. Passionate about leveraging technology to drive business solutions. Seeking opportunities to contribute expertise in a dynamic environment.

EXPERIENCE

Technical Business Analyst | Full Stack Developer | **InfoAxon** | **3 + Years**

PROJECTS

Mahindra Insurance Brokers | Omni channel Insurance portal | Execution Phase (Post Sales) | **InfoAxon**

- Conducted stakeholder calls and gathered requirements for all LOBs, with a focus on the motor sector, increasing project clarity by 30%.
- Led UX and wireframing sessions, collaborating closely with the UX team to develop intuitive designs, resulting in a 25% improvement in user satisfaction.
- Authored FSD and FRD , facilitating alignment sessions with the tech team to bridge gaps, reducing miscommunication by 20%.
- Created over 50 Epics and Jira stories based on signed-off FSDs, ensuring comprehensive documentation and tracking.
- Led scrum calls with developers and simultaneously developed RTM, Gap Analysis, CR documents, enhancing project tracking efficiency by 15%.

Reliance General insurance | Omni channel platform | Initiation Phase (Post Sales) | **InfoAxon**

- Initiated projects by creating key documents, including Business Case, Stakeholder Analysis, BRD, and SRS, improving project initiation efficiency.
- Currently authoring FSD and FRD during the ongoing phase, ensuring detailed and accurate specifications.
- Conducted data analysis, data workflow design, and API analysis to streamline processes, improving data handling efficiency by 30%.
- Developed system context diagrams and implemented validation protocols, ensuring robust and reliable system operations.

Customer Data Platform | Initiation Phase | Pre Sales and Post Sales | **InfoAxon**

- Delivered C-level presentations to internal stakeholders based on comprehensive market research and SOW , driving strategic decision-making.
- Conducted interviews and managed stakeholder relationships through on-site and virtual meetings, ensuring clear communication and alignment.
- Developed use cases, test cases, and ID generation logic with flow diagrams, enhancing project clarity and execution.
- Implemented cybersecurity and infosec guidelines to ensure compliance and secure operations.
- Analyzed customer behavioral data to enable personalized marketing nudges, improving engagement by 20%.
- Integrated with GTM and WebEngage to capture and analyze user behavioral data, providing actionable insights.

Home Connections | Mobile Application Developer | UK Client interaction | **InfoAxon**

EDUCATION

MBA | FinTech | **Manipal University**

7.8 CGPA, Jaipur , India, 2025

B.Tech | Computer Science | **GGSIPU**

8.2 GPA, Delhi , India, 2021

Senior secondary school (12th) | **CBSE board**

88%, Himachal Pradesh, 2019

SKILLS

Hard Skills: Requirement Writing , User Stories , Stakeholder Analysis , Visual Modeling , Waterfall And Agile SDLC , Requirement Elicitation , Data And API Analysis.

Soft Skills: Communication (Verbal and written), Creative Thinking , Organizational Skills , Emotional Intelligence, Story telling , Adaptability, Team Work

Software Tools: Jira , Balsamiq and Figma , MS Visio/Lucid Chart , tableau , Postman , SQL, MS Office (Word, Microsoft Excel , PowerPoint), Confluence

Generated Comprehensive documentation: SOW, Business Case, BRD , SRS , Wire frame/ Flow Charts , User Story with acceptance criteria and test / Use cases, FRD/ FSD , Gap Analysis , CR, RTM(Requirement Traceability Matrix).

CERTIFICATIONS

Business Analysis Fundamentals Microsoft | **Coursera**

2024