MAHESH KUMAR MANNE

Business Analyst

(+91) 9110563850

prince.maheshkumar53@gmail.com

SUMMARY

- Professional degree holder with good communication and written skills.
- A competent professional with 5 plus years in business development and management, business analysis, reporting in Banking and Financial services.
- Working as a Senior Business Analyst in requirement gathering and documentation skills.
- Working closely with Lead Business analyst throughout the project life cycle and working on the deliverable's of the project.
- Participate in requirement formalization discussions.
- Conducting weekly forums between development and testing team.
- Capturing the MOM's of project meetings and share with the stakeholders.
- Exploration and analysis of the documents and coming out with Document of understanding.
- Conduct training sessions to the project team members on the domain and nature of the development.
- Participated in the process of conducting brainstorming sessions and interviews to elicit requirements from various stakeholders and reduce ambiguity associated with the complex requirements.
- Prepared use case diagrams, activity diagrams and sequence diagrams to communicate business requirements.
- Good knowledge on Software Development Life Cycle (SDLC) models like Waterfall and Agile Scrum.
- Can work in a highly competitive environment to meet the client's requirement within the prescribed turnaround time.
- Proficient in operating Microsoft Office applications (Excel, Word and PowerPoint).

PROFESSIONAL EXPERIENCE

Business Analyst

CAMP SYSTEMS PVT LTD – September 2018 - November 2022

PROJECT : INVESCO

Project Description:

Invesco's Fund Management wing is highest revenue grosser for the company; however, they have critical process called (New Account On-boarding) This process on-boards the clients across the globe and provides smooth and safe trading mechanism, this phenomenon includes lots of Applications and Higher magnitude of manual intervention (which drives them for duplication of work that results in reputability and reproducibility) and this has become a pain area Hence client was looking for a tool which can accommodate all the scattered work the NAO process handles across multiple geographical locations so that they can stream line the work flow.

Business Analyst

Foray Software PVT LTD – November 2022 – November 2023

PROJECT : Grama Sachivalayam Ward Sachivalayam Empanelment

Project Description:

G2C stands for "Government-to-Citizen" services. These are services provided by governmental bodies directly to individual citizens. G2C services are aimed at facilitating public access to government information, programs, and assistance. These services often involve various online platforms, portals, or physical offices to help citizens interact with government agencies for tasks such as: Online applications and registrations Information services Payments and transactions Public services Citizen feedback and grievance redressal.

The AP Govt has introduced a system of village and ward secretariate which is unprecedented in the country. The CM Jagan has initiated this secretariats system with main intention that corruption and discrimination should not be allowed, to revamp the delivery system of govt services with an aim to improve living standards of the people and that admin should be closer to people.

RESPONSIBILITIES

- Working with client to understand their Requirements, writing user stories much better and efficient way and gaining adequate knowledge on the functionality and its background.
- Understanding the requirements of the client through various Requirements Elicitation techniques such as User action observation, Workshops, Brain storming, Prototyping Etc.
- Understanding various application that deals with the similar process flow/nature of work and proposing the solutions based on the research done on the existing application.
- Gathering the requirements and refining, by scheduling the calls with internal stake holders and understanding them in much better way and identifying if we have GAP's
- Preparation of use case or status case diagrams as per the CJ mentioned and writing the narrative with use case specifications and "As is and To Be" attributes.
- Identifying if the feedback from the UAT is a new requirement altogether or an Enhancement
- Maintaining of the UAT feedback tracker after every sprint's Demo's been completed.
- Working closely with the UI team to present a POC to the client to make him aware of the look and feel and navigation aspects.
- Preparing the User guide before handover of the Product to the client, working closely with the Testing team and participating in SIT
- Collating the defects for the respective release and resolving those as per the severity.
- Participating in the PO's discussions about the further releases and functionalities.
- Ensuring that the solution engineers were having the fair knowledge of the functionality and providing the walk through on the functionality whenever required.
- Making developers understand the Why, What, When, Where flow.

EDUCATION

Suprabhat Institute of Management (Osmaina University)

Masters Business Administration
2016 – 2018

Aurora Degree College (Osmaina University)

Bachelor of Commerce (Honours)
2013 – 2016

INTERPERSONAL SKILLS

- Aspiration to grow, staunch work commitment.
- Transparent, flexible and good team member.
- Eagerness to accept new challenges.

SOFT SKILLS

- Communication.
- Analytical Thinking.
- Problem Solving.
- Adaptability.
- Collaboration.

TECHNICAL SKILLS

- Microsoft Office and Outlook, Lotus Notes, MS Project and MS Visio , SDLC-Agile and Waterfall, Requirement Elicitation Techniques, SWOT analysis, GAP analysis, Fish bone analysis, Market and Competitor Analysis, System analysis, Data analysis, Domain knowledge, Stakeholders Management, Risk Analysis, Cost Benefit Analysis

- Tools : Microsoft office, Microsoft Share Point Server, JIRA, Azure boards, Outlook and Lotus Notes, Draw.io, MS Visio, Balsamiq, Power BI, SQL, Figma

- Manual Testing .