

# SUSHANTA OJHA

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## Objective

Energetic and self-driven person working and eager in the field of analysis. Gained expertise in business analysis, project management, data analysis and aiming to excel the career in the domain of data.

## Work Experience

### **Project Coordinator**

**January, 2023 – Running**

**Code Himalaya Private Limited |** Kupondole, Lalitpur

- Creating and maintaining the User Stories Backlog.
- Connecting with System Architect/ Engineering team/Other PO's and Product Manager to develop and groom the team backlog
- Prioritizing the user stories backlog according to business value
- Assisting with the elaboration of features into user stories to scrum team
- Participating in the Daily Scrum, Sprint Planning Meetings & Sprint Reviews, Retrospectives
- Communicating status with external stakeholders on regular basis
- Managing post-development phases – releases and support

### **Business Analyst**

**January, 2020- December 2022**

**Info Developers' Private Limited |** Sanepa, Lalitpur

- Preparing the proposals for the project by analyzing the Terms of Reference from the prospective clients
- Developing business architecture using requirements such as scope, processes, alternatives, and risks.
- Analyzing client's business requirements and processes through document analysis, interviews, workshops, and workflow analysis.
- Conducting functional testing with respect to business requirements
- Communicating client's business requirements to developers by constructing easy- to-understand process flows
- Developing wireframes and process flows through the use of Microsoft Visio

### **Intern**

**January, 2019- April, 2019**

**Nepal Telecom |** Kathmandu

- Handling customers inquires, complaints and service questions
- Assisted department lead in maintaining books of accounts like Cash Book, Journal Entry, Ledgers and Reconciliation Statement.
- Record keeping of customers details by efficiently managing documents and data

## Notable Projects

- Trust Anti-Money Laundering System (AML)
- Inventory Management System- Nepal Police
- Nepal Audit Management System (NAMS)
- Government Integrated Office Management System (GIOMS)

## **Education**

**DAV Business School, Purwanchal University**

**2021 – 2023**

Masters of Business Administration | GPA: 3.6/ 4

**Little Angels' College of Management, Kathmandu University**

**2015 – 2019**

Bachelors in Business Information System | GPA: 3.67/ 4

**Presidency College of Management Sciences, HSEB**

**2013 – 2015**

+2 in Management Faculty | Percentage: 71.30 %

## **Skills:**

- Microsoft Office: Word, Excel, Powerpoint, Visio
- Project Management Tools: Jira, Gitscrum
- Visualization: Power BI
- Data Modeling
- Diagramming and Wireframing Tools: Miro, Draw.io, Visily, Balsamiq
- CI/CD Tools: Docker, Jenkins, Github Actions

## **Professional Credentials:**

- Registered Product Owner