

SUMMARY

Currently working with CGI as a Lead Business Analyst in Asia Pacific Solutions Delivery Centre.. Total 7+ years of experience in BA/PM - Banking, Capital Markets domain and operations. Previous experience includes working as as a Product Analyst for Strategic tax project. Solutions driven with assisting cross functional teams in development. Working towards attaining organizational goals and delivery of process innovations. Completed 40+ development hours in BA training from COPED. Having diversified experience working in multiple teams in Corporate trust operations. Processing and verification of critical payments, and swift transactions. A competent professional with effective communication skills, keen to learn new things.

PROFESSIONAL EXPERIENCE

Senior Consultant, Asia Pacific Solutions Delivery Centre

Aug '22 - Present

CGI Information Systems and Management Consulting

Pune

Scotia Summit CR02 and Tech Refresh Project: Scotia Summit is a project part of product team at CGI. It includes refining, tech refresh, adding new features and functionality for inhouse product named Mpower. It is an application used for wealth management, NAV calculation, fund accounting, trading and portfolio management. As part of tech refresh the code is being changed from UNIX to LINUX and the architecture platform is being moved to CGI servers. On the CR02 side, minor features are being added and reporting functionality is being enhanced as per clients request.

Responsibilities:

- Create Functional user stories in JIRA
- Be a Subject matter expert on Wealth Management
- Impart domain trainings to developers and testers.
- Resolve domain queries for QA team
- Review test cases and test results
- Defect review and Defect Management
- Host Daily Stand ups and meeting with clients/ onshore teams.
- Monitor releases and DB refresh activities.
- Manage prod implementation activities.
- Liason with senior stakeholders and ensure smooth product delivery.
- Raise bugs and defect management
- JIRA Management.

Lead Business Analyst(Ld. Project Manager), Custody Product Development

Dec '21 - Aug '22

Tax and Custody, BNY Mellon

Pune

Strategic Tax Project: Strategic tax project is a project for Custody clients to meet their requirements related to tax, tax operations and tax reclaims. It is also aimed at giving the clients a new digitized experience. As a part of the project a new product is being built which will help clients in filings reclaims, submitting documents, and view all information related to tax. It will also replace the old system being used for same purposes. It will also reduce manual and human touchpoints thus increasing efficiency and reducing risk significantly.

Responsibilities:

- Create Business/Functional user stories in JIRA
- Review backlog with Product Owner
- Attend Daily Stand up, Refinement & Retrospective meetings with Business & Technology
- Write test plan & test cases for UAT & Prod release
- Manage the UAT testing & Prod release with business & technology
- Escalate any business or technology issues to senior management for timely solution
- Manage prod implementations and prod releases
- Raise bugs and defect management
- JIRA Management.
- Creating Wireframes and process flows

Senior Analyst, Transformation and Program Management

Mar '20 - Nov '21

Asset Servicing, BNY Mellon

Pune

Project EAST: EAST is an enterprise sponsored project by custody. After completion clients will be able to use Straight Through Processing where an approval step is required as a part of SWIFT instruction process. Additional approval step is required for Cash and Security transactions due to regulatory and business reasons. Project will benefits include replacing fax based manual instructions by SWIFT based STP leading to reduced operational risk and reduced processing time.

Responsibilities:

- Requirement Gathering
- Process flows
- Drafting Change requests
- Test plans and Test Strategy
- UAT testing
- Drafting test cases and test scripts
- Operational Readiness
- Obtaining sign offs from stakeholders
- Support after Implementation
- Maintenance of Project SharePoint and Confluence pages
- Daily, Weekly and Steer Co meeting reports and presentations
- Project Playbook

Project Impact Analysis: Analyzing of BNY Mellon wide employee and BCP data, extracting required data, analyzing data and providing reports and presentations to Executive Committee.

Responsibilities:

- Data Analysis
- Preparing reportsC
- Drafting presentations

Project DIT Automation: Automation of IPA application for DIT team within Corporate Trust

Responsibilities:

- Requirements Gathering
- Data Mapping

Digital Agent, TPM

Oct '17 - Feb '20

Corporate Trust, BNY Mellon

Pune

FiRRe Automation: Billing software automation for Portfolio team within corporate trust

Responsibilities:

- UAT testing
- Data Mapping

Analyst

Sep '17 - Feb '20

Corporate Trust, BNY Mellon

Pune

- **Project DPX - Digital Pulse X**
- Creating process flows
- UAT testing
- Prepare dashboards for higher management
- Defect and bug raising with tech team
- Working with tech team and operations for smooth delivery of product

Process Associate

Aug '15 - Aug '17

Corporate Trust, BNY Mellon

Pune

CSD EMEA - Issuer and Note Holder Options

- Processing of **Early redemptions, Repurchases, Transfer** of holdings and **Share delivery**.
- Understanding of the Pricing Supplement for products like **Medium Term Notes, Commercial Paper, Certificate of Deposit and Bonds**.
- Identifying the details of corporate action events like call and put option dates, optional redemption amount and the deadline details etc., by confirming the same in the System and with respective teams and ensure that the correct payments are made.
- Preparing SOD and EOD reports

EDUCATION

Indira College of Commerce and Science B.B.A - Finance <i>Pune University</i> <ul style="list-style-type: none">First Class with DistinctionPune University Merit Holder	Jun '12 - Jun '15 Pune,MH
Dr.D.Y.Patil ACS College HSC - Science <i>Maharashtra Board</i> <ul style="list-style-type: none">First Class	Jun '10 - May '12 Pune,MH
St.Andrew's High School SSC <i>Maharashtra Board</i> <ul style="list-style-type: none">First Class with Distinction	Jun '00 - May '10 Pune,MH

KEY SKILLS

Project Management, Requirement Gathering, Unit Testing, UAT Testing, Business Analysis, SWIFT Payments, Test Cases/Scripting, Operations

TECHNICAL SKILLS

- Languages:** SQL, VBA, Python(Learning)
- Tools:**
 - Tableau
 - Visio
 - IGrafX
 - Balsamiq Mockups
 - JIRA
 - Confluence
 - SharePoint
 - DART

AWARDS & ACHIEVEMENTS

- Merit Holder for **BBA** in **Pune University**
- Star** of the Month, CSD EMEA, **Jan'17** and **Sep'17**
- WOW Award - TAKE A BOW, Oct'19**
- WOW Award - BRAVO, Aug'20**
- WOW Award - SPOTLIGHT, Apr'21**
- WOW Award - THANK YOU (Multiple)**

ADDITIONAL INFORMATION

- Languages:** English, French (Learning)
- Hobbies:** Playing Table tennis, Cooking food, Playing PC games