# Kajal Naik

#### Business Analyst at Micro Technoid Pvt Ltd

To take up a challenging position during every phase of my professional career and to utilize my technical and communication skills, knowledge and ability to effectively contribute to the company's growth while being resourceful, innovative and flexible.

9108286582



Banglore, India



#### **WORK EXPERIENCE**

#### Sr. Business Consultant

Micro Technoid Pvt Ltd

05/2018 - 09/2022

Achievements/Tasks

- 6 years of professional experience in IT industry.(BA)
- Working in Agile Methodology and Leading the Scrum meetings, Sprint Planning meetings, Sprint Grooming sessions, User Story Estimations and Status Calls.
- In Depth Knowledge of SDLC that includes Requirement Elicitation Techniques, Gap & Risk Analysis and Feasibility.
- Experience in conducting Stakeholder meetings for requirements, brainstorming & Interview sessions.
- Extensive Exp creating document such as Business Requirement Document, Functional Requirement Document, Functional Requirement Document, Use cases & UML Diagrams.
- Experience in Estimation, Test Analysis and Test Design (Review of Requirement and Design Documents, Formulating Test Scenarios, Authoring Test Cases), Test Execution, Test Closure (Summary Report, Requirement Traceability Matrix).

### **Buisness Analyst**

Micro Technoid Pvt Ltd

04/2017 - 05/2018

Achievements/Tasks

- Holding complete Accountability in the Scrum and agile Techniques(MosCow, Planning Poker, INVEST, Three C's)
- Have driven complete product development cycle from E2E.
  Delivery results and maximize business values through agile development cycle Working as a Technical Product Owner for a team of 12 personnel at offshore through all phases of application development i.e. Analyze, Design, Develop & Test.
- Experience in different domains Banking & US HealthCare
- Strong Exp in Requirements gathering, Req Analysis, Design Documentation and creation of Epics and stories.
- Provided Demo Sessions to the client of the user stories,
  Process flow Diagrams, Prototypes etc..
- Gathered requirement with requirement elicitation
  Techniques, handled project Challenges and Release Plans
- Organised Prioritization sessions, SWOT Analysis and RCA meeting with the help of fish Bone techniques.

## **QA Analyst**

Micro Technoid Pvt Ltd

10/2016 - 04/2017

Achievements/Tasks

- Worked with SMEs, Stakeholders for requirement gathering and involved in writing test cases functional testing, execution of test cases and worked on RTM.
- Effectively controlled the complete sanity, smoke, functional, integration, E2E and regression testing for more than 3 releases

### PRESENT ROLE DESCRIPTION

Maintenance of product backlog and refinement of Backlogs

Hardening sprints management

Writing Epics, User stories, Acceptance criteria

Organizing backlog grooming sessions

Collaborating with Scrum team to deliver product features and capabilities

Establish acceptance criteria and confirms capabilities delivery meets criteria

Providing Functional KT to the Development and testing teams

Attending Sprint review calls and conducting testing review calls to review the functional deliverables

Requirement gathering through various techniques

Given the functionality demo to the clients after each sprint and taken the feedback for the same

Headed retrospective meeting multiple stakeholders

Scrum SME suggestions and guidance for multiple projects

# EDUCATION (BACHELOR OF ENGINEERING)

Gandhi Institute of Technology (09/2011 - 05/2015)

#### **LANGUAGES**

English

Odiya

Full Professional Proficiency

Full Professional Proficiency

Full Professional Proficiency

# IT TOOLS AND EXPERTISE

Training: Internal Agile methodologies and Requirement Gathering expertise SQL Bugzilla Teamforge Jira microsoft visio draw.io Webdriver Draw.io Agile Framework SafeAgile Confluence Scrum Scale Agile Waterfall Stake Holder management

Scale Agile Waterfall Stake Holder mana

Client Managment UML Diagrams User Stories

Product Backlog Management

Requirement Elicitation Techniques

**User Stories** 

Sprint Planning