VIVEK UBALE

Business Analyst

I am a passionate IT professional with 4 years of experience. I enjoy solutioning, working in client facing roles in innovation driven environment.

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📍 Pune, India

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SKILLS

Requirement Elicitation

Requirements Analysis

Impact, Gap Analysis

UML

Stakeholder Management

Product Management

Manual Testing

LANGUAGES

English
Full Professional Proficiency

Hindi
Full Professional Proficiency

Marathi
Full Professional Proficiency

kannada
Full Professional Proficiency

WORK EXPERIENCE

Business Analyst
Educe Solutions Private Limited
09/2019 - Present
Achievements/Tasks
- Preparing detailed specification documents such as **BRD, FRD**
- Meet up with client to **Elicit requirements** and translate features into **Epics, User story, UML diagrams**
- Groom with development and testing team for each sprint in **agile methodology**
- Visualization of requirements in the form of **UML diagrams, flow charts**
- **Prioritizing** the product backlog and coordinate with scrum master on **stand-up calls** for **sprint planning and organizing** , maintain product backlogs estimating story points
- Working closely with Developers, testers, PMOs , SMEs to make sure stakeholder's requirements are fully understood
- Involved in taking initiative to provide **KT sessions on UI details** to New joiners and stakeholders

Quality Control Engineer
Educe Solutions Private Limited
08/2017 - 09/2019
Achievements/Tasks
- Expertise in conducting a variety of tests such as: **Functional, Integration, Sanity & Regression testing**
- Experience in Preparation, Execution and maintenance of Test Cases
- Understanding the Business Process Flows to perform test documentation: **Test Plans & Test Scenarios**
- Good Knowledge of **Defect Management** and **Bug reporting tool**.
- Hands on experience with **HTML, XML, SQL** and Microsoft Office products like **SharePoint, Excel, Word, Power Point**

PROJECTS

Dossier Management
- A software solution to create and manage regulatory guidelines compliant eCTD Submission to get marketing authorization from the US-FDA

Import Submission Tool
- A software solution to validate and migrate submissions into the Dossier Management(Document Repository), facilitating the stakeholders to continue the life cycle of the submission further after they procure the submissions

Submission Publishing Tool
- A software solution to validate and auto correct documents attached in the dossier as per the guideline

Secured View (05/2021 - Present)
- Software solution to facilitate the reviewer/viewer of the documents with controlled access to View, Copy, Download and Print

EDUCATION

Computer Science
B V Bhoomaraddi college of engineering & technology, Karnataka

2017   *Karnataka, Hubli*

Courses
- 6.11 CGPA

PUC
Chetan PU Science College

2011   *Karnataka, Hubli*

Courses
- 60.01%

SSLC
St Mary's High School

2008   *Karnataka, Hubli*

Courses
- 82.24%

ACHIEVEMENTS

Awarded for Highest Standard of Excellence (2019)
At Educe Solutions Pvt.Ltd.