

# Sameed Akhtar

Business Analysis | Business Process Re-Engineering | Process Automation | Techno-Functional Consulting  
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## Profile Summary

Experienced Business Analyst with 3 years track record analyzing business intelligence in software development.  
Improved efficiency via customization, development and implementation of software applications.

## Core Competencies

- Complete Project Lifecycle.
  - Requirement gathering.
  - Vendor Coordination.
  - Root Cause Analysis.
  - Issue resolution.
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## Organizational Experience

**Since Jan'21 with Newgen Software | Business Analyst**

**Project: Punjab National Bank | CASA Account Opening/Maintenance Process**

**Role: Business Analyst || Location: Delhi, India**

- Liaison among Stakeholders in eliciting, analyzing, communicating and validating requirements
  - Conduct process study, requirement mapping & system analysis, Product/Solution Demos.
  - Prepared Process flow, SRS for the CASA Account Opening for Individual/Non-Individual & Account Maintenance process
  - Ensure Customer satisfaction by pitching right solution, showing & explaining value of products to clients, requirement to product mapping.
  - Initiate process improvement and ensure compliance to quality standard.
  - Prepared test scenarios for the Account Opening process and testing to ensure BA confidence.
  - Collaborated with Project Managers and Business Partners for project related activities.
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**Jul 18 – Oct 20 with Kasper Consulting Private Limited | Business Analyst**

**Project: Hero Housing Finance Ltd, Unimoni, SMC Finance Ltd & Fullerton India.**

**Role: Business Analyst || Location: New Delhi, Mumbai**

- Analyzing and designing the “To Be” workflow using Bizagi
- Conducting requirement gathering sessions and ensuring closure
- Maintain complete project documentations for reference purposes, prepared BRD (Business Requirement Document)
- Conducting SIT, Preparing Test Plans and coordination for UAT to ensure smooth delivery
- Provided functionality requirement to the technical development vendor ensuring that functional specification document is exhaustive
- Provided Users training in multiple locations (Pan-India)
- Analyzed business requirement and provided end to end solution
- Collaborated with Project Managers, Business Partners and IT partners
- Successfully go-live on a new Loan Origination System (LOS) system on Sales Force platform for the client
- Successfully Completed business process re-engineering to achieve “to-be” workflow.
- Implementation of FinnOne LMS for SMC Finance
- Prepared Accounting Strategy, Accounting Policies & COAs and other LMS Business Masters in collaboration with the Business Stakeholders
- Mapping of LMS business masters in collaboration with the IT partner

## Academic Details

Course	Specialization	Inst./College	Board/University	%/Grade	Year
Certification	Financial Modelling	AIMA & Moody's Analytics	AIMA	B+	2018
MBA	General	Jamia Hamdard	Jamia Hamdard	76%	2018
B.Sc.	Maths(plain)	Pt. SNS Govt. Degree College	A.P.S.U.	70%	2016

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## Personal Details

- Date of Birth: 10 December 1994
  - Gender: Male
  - Marital Status: Single
  - References: Available on request
  - Address: House No. D-167, Second Floor, Okhla Head, Okhla, New Delhi – 110025.
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