

# Harmeet Singh Hira

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## Business Analyst | 6+ Years of Experience | Website | Mobile Apps | Agile & Waterfall Experience of SDLC

Offering an impressive experience of 6 years of experience with strong credentials in Information and Technology as Business Analyst || Business Development || Program Manager || Delivering optimal results and business value under demanding deadlines || Versatile Leadership

### Executive Summary

- ✓ Highly experienced and profit driven professional with a gratifying career span of over a decade predominantly in the areas of Information Technology with strong relationship with while having Requirement Gathering sessions.

#### Key Strength Areas

Complete knowledge of Business Analysis / Strategic & Global Interaction - US -> India (Offshore - Onshore Model) / Business & System Testing Analysis | Functional analysis of Business via Website functions, Business set up & condition | People Management / Versatile Leadership

### Professional Experience and Accomplishments

#### Korbose Technology LLP.

**JAN 2017 - Till date**

**Business Development Manager:** Business Development Manager, Business Analyst, Acted as a Pre-Sales Team leader, Project Manager.

- ✓ Expertise in requirement gathering, personal meetings with clients, business specification writing, User Interface Documents.
  - ✓ Experienced in demonstration of system analysis, principles, methods, procedures, practices, tools and techniques and project management principles.
  - ✓ Experienced in preparation and evaluation of technical documentation.
  - ✓ Managed projects about software development, web-based, and mobile applications
  - ✓ Coordinated among clients and technical team to deliver exact solution using AGILE methodology.
  - ✓ Significantly improved company's growth and sustainability by creating new Opportunities and maintaining existing business connections
  - ✓ Conducted Market Research and Market Mapping related to software and services
  - ✓ Primary point of contact for the team for reporting and decision-making
  - ✓ Presented and demonstrated software products and services at team, client, and vendor
  - ✓ Profound in Project Management Tools like JIRA and KANBAN
  - ✓ Experienced in Testing: Desktop with multiple browsers, Mobile and Tablet, Interface & Integration, use cases.
  - ✓ Experienced in UAT, Plan, designs and recommends business processes.
  - ✓ Assists in providing time estimates for project related tasks, analyzing testing results throughout the project.
  - ✓ Participates in technical reviews and inspections to verify 'intent of change' is carried out.
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#### PREVIOUS JOB DETAILS:

#### RV Solutions Pvt. Ltd.

**JUNE 2015 - NOV 2016 (1.5 Years)**

**Business Development Executive:** Business Development Executive, Business Analyst.

- ✓ Having experienced with writing business proposals along with proposed technology, team size, timeline, etc.
- ✓ Business generation.
- ✓ Managed projects about software development, web-based.

- ✓ Coordinated among clients and technical team to deliver exact solution, project management using JIRA.
- ✓ Significantly improved company's growth and sustainability by creating new opportunities and maintaining existing business connections.
- ✓ Routinely follow-up of clients with team for assistance.
- ✓ Conducted Market Research and Market Mapping related to software and services.

**inoday Consultancy Services Pvt. Ltd.**

**JULY 2012 - JUNE 2015 (2.11 Year)**

**Business Development Manager:** Business Development Manager, Business Analyst, Project Manager.

- ✓ Implementing POS machine software's in respective branches and giving Tech support for same.
- ✓ Sole responsible for writing business proposals, creating wireframe using MS Visio Tool, writing, BRD (Business Requirements Document), SRS (Software Requirement specification) and Use Cases and breaking down the tasks for development team to deliver a quality product.
- ✓ Involved in Business Analysis, Software Testing and Test Execution.
- ✓ Handled requirements according to business needs (as-is & to-be analysis).
- ✓ Responsible for seamless product delivery by engaging through software development life-cycle (SDLC), i.e. requirement gathering, analysis, business flow design/UX, testing, defect management, status reporting & documentation.
- ✓ Keen customer centric approach, addressing client priorities and resolving escalations thereby attaining high business score.
- ✓ Handling SEO team, having experienced with onsite/offsite SEO (Social engine optimization), SMO (Social media optimization) (promotion through social networking websites, business directories, classified websites, etc.)
- ✓ Routinely follow-up of clients with team for assistance.

#### Computer / Additional Skills

- ✓ Expertise in Project Management Tools: Jira and Kanban.
- ✓ AQT: SQL Queries for data analysis.
- ✓ Expertise also in Testing.
- ✓ Additional Tools - Selenium (Starter).
- ✓ LANGUAGES: PHP | .NET.
- ✓ CISCO Certified.

#### Academic Qualification

Degree	Institution	University	Specialization
Master of business administration	Eastern institute for integrated learning in management, Sikkim, India	Eillm University	Information technology
Bachelors of technology	Guru Tegh Bahadur institute of technology, New Delhi, India	G.G.S.I.P University	Computer Science
Diploma	Guru Tegh Bahadur polytechnic institute, New Delhi, India	Board of Technical Education University	Electronics and communication

#### Extra-Curricular

- ✓ Won Silver Cup in Running - State Level Sports Meet (Tyndal Bisco School) held in Kashmir at Nehru stadium.
- ✓ Won 1<sup>st</sup> Prize in Badminton many times in under 15 Age group - Regional Level Sports Meet (KV School).
- ✓ Open State and District level Badminton Player.

Place: \_\_\_\_\_ Date: \_\_\_\_\_

(HARMEET SINGH HIRA)