**Nadim Jamaluddin Mulani**

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**Sr. Business Analyst**

**Professional Summary:**

• Highly motivated IT professional with 7+ years of experience as a Business Analyst in the **Banking and Finance**domains.

• Comprehensive knowledge of Software Development Life Cycle **(SDLC)**with thorough understanding of its various methodologies like **Agile, RUP, Waterfall** etc.

• Worked closely with project stakeholders, Subject Matter Experts (SMEs) and staff to understand business requirements and analyze specifications for new applications, and to modify existing applications.

• Extensive experience in Requirements Gathering, Surveys/Questionnaire Development, Business Requirement Documents **(BRD),** Functional Requirement Specifications/Documents **(FRS/FRD)**.

• Experienced with**Risk Management, Risk Ratings Systems, Credit Risk Valuation, Basel II/III, as Regulatory Requirement. OTC Securities (Swaps, Options and Futures) Risk Analytics, Equity, Fixed Income Products like Treasury (Bonds, Notes, and Bill), Mortgaged Backed Securities (MBS), Municipal Bonds, Corporate Bonds, Junk Bonds and Convertible Bonds**.

• Strong knowledge of Trading Life Fixed cycle, securities accounting, financial Products, including **Equities, Options, Futures, Swap** and Fixed Income Products. Good Understanding of Market Data providers like **Bloomberg, Capital IQ and Thompson Reuters**.

• Skilled at facilitating Joint Requirement Planning **(JRP)**sessions with Business User Groups, conducting Joint Application Development **(JAD)** sessions with IT Groups, and **Conflict Management** with Project team members.

•Approach with **CRM** to managing a company's interaction with current and future customers

Involved using **CRM**technology to organize, automate, and synchronize sales.

Excellent in performing **GAP Analysis** to check the compatibility of the existing system infrastructure with new business requirements.

• Well versed at giving **walkthrough** and **creating Unified Modeling Language (UML)** diagrams for Business Process Modeling like **Use Case Diagrams, Behavior Diagrams**, **Sequence Diagrams and Activity Diagrams**based on the **UML Methodology**.

• Proficient in creating **screen mock-ups, wire frames**, **User Interface/Graphic User Interface** (UI/GUI),

• Expert in **Creating**, **Tracking** and **Managing Requirements**through **Requirement Traceability Matrix** **(RTM)**.

* Worked with **identity management system** referring to an information **system**that can be used for enterprise or cross-network

• Experience in handling changes effectively by conducting **Impact Analysis** and holding **Change Control Board (CCB)**meetings.

• **Good understanding of** Object Oriented Analysis and Design (OOAD) **concepts.**

• Quality Assurance **(QA)** experience in developing and **Reviewing Test plans**, **Test Scripts, Test requirements**, **Test Cases, Test Reports,** and in using **Defect Tracking Tool** to address bugs/issues as required by the project.

• Strong experience in performing **Functional Testing, Smoke Testing, Regression Testing, Progression Testing** and **user acceptance Testing (UAT)**

• Strong technical skills in **SQL**to extract data from the database for data analysis and testing.

• Actively involved in creating **User Manuals** and highly experienced in **Post Production Validation (PPV)** and **Production Support.**

• **Proven track record in project execution, end-to-end project delivery, and refinement and enhancements using various iterative models within the stipulated time, resources, and cost constraints.**

**Technical Skills:**

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| Requirements Management Tools | **Power Designer, Rational Rose, Rational Suite Enterprise, MS Visio** |
| Methodologies | **Agile, RUP, Waterfall, UML, Business and Data Modeling** |
| Graphic Tools | Just In Mind, SnagIt, Smart Draw, MS Paint |
| Defect Tracking Tools | Silk Central, Jira, Bugzilla, Load Runner |
| Languages | SQL,XML,[JAVA.NET](http://java.net/),UML |
| Database | MS SQL, MS ACCESS, Oracle 9i, |
| Operating Systems | Windows XP/NT/2000/Vista UNIX, MAC OS X |
| Project Management Tools | MS Project, MS Office ( Word, Excel, PowerPoint, Access) |

**Education:**

**Bachelors in Hospitality Management**, University of New York, NY, New York

**Professional Experience:**

**ABN-AMRO Bank, Freehold, NJ​   ​       August 13 – Present**

**Business Analyst**

 The objective of the project was to establish a Common Operating Environment for Traders and Analysts working on the **Fixed Income Trading desk** and also working in the Migration process involving data gathering stage to the deployment and testing stage (UAT). The Project encompassed coordinating with the traders, data gathering, and platform engineering, and testing. Data conversion and trade floor support on a wide range of issues including business rules, core business applications, policy groups, and configuration settings were additional responsibilities.

**Responsibilities:**

* Worked with**Fixed Income** trading desk to discuss, encapsulate, and finalize the migration process
* Involved in providing day to day support for the **Government Bond, Corporate bond and Mortgage backed securities desk.**
* Identified and documented business needs for new **market risk and credit risk** module or re-usability of an existing module by performing a **GAP analysis.**
* Assessed **Credit Risk** strategies with various internal credit tools and implemented **Basel II** strategies to augment Credit availability.
* Conducted **Interviews**and**Brainstorming Sessions** with stakeholders (application users, subject matter experts etc.) to gather requirements and end user perspectives in order to identify deficiencies and areas for improvement & enhancement
* Provided analytical support in implementing an in house model to value **fixed income** instruments – apply different shocks to yield curves and analyzed the **securities.**
* Identified As-is and To-be process maps while working on**Collibra**tool for**data mapping and writing transformation rules**for the data transfer between the source and the target systems successfully.
* Worked through **CRM** customer-oriented feature to provide service response based on customer input, one-to-one solutions to customers' requirements.
* Collaborated with **Product Owners** to write up and prioritize customer centric documents like **User Stories** for **Product Backlogs**.
* Evaluated requirements of US Basel standardized approach for **Credit Risk.**
* Prepared and documented **Sprint Backlogs** to identify and monitor the activities performed in the time boxes.
* Assisted the **SCRUM Master** in facilitating daily **SCRUM meetings**, **Sprint Planning**, **Review** and **Retrospective** meetings.
* Translated Business Requirements into functional and non-functional requirements using industry standard documentation processes like Data Flow Diagram **(DFDs**) and **UML Diagrams** (Use Case, Sequence and Activities Diagrams).
* Collected and filtered different static data like **Calendars, Index, Bonds, and Customer Ratings**etc. Work included comparing Pricing, Risk Numbers generated by various systems.
* Prepared **User Interface document** **(UID),** **Wireframes,** and **Prototypes** to help design user interfaces.
* **CRM** systems helped to track and measure marketing campaigns over multiple networks, tracking customer analysis by customer clicks and sales Interacted extensively with customers. and user interface **(UI)**designers to determine ways to improve the UI feel and user experience.
* Created **Mock-up** forms in **Justinmind** for better visualization and understanding of the Graphic User Interface **(GUI)**.
* Responsible for documenting **Meeting** **Minutes** of the Weekly meetings and distributing to PM and other team members.
* Created **Burn-down Charts** to monitor the completion of work within the time-boxes.
* Extensively used task board, Poker Planning for better teamwork and results.
* Gained expertise on **Change Management** by Performing**Impact Analysis** maintained **Change Log** for **Change Requests**. Escalated the results of the analysis to the **Change Control Board (CCB)**.
* Conducted data mapping activities to map the securities **(Fixed Income, Equity, Bonds, FEC’s,** etc) & its Derivatives **(Options, Swaps, Futures, etc)** between old and new system.
* **Walkthrough Session** with development team and QA team to understand the business requirements clearly. Worked with QA team to help create **Test Plans** and **Test Cases**.
* Used **Silk Central**as defect tracking tool to validate test case’s results.
* Tracked **open issues** and documented **progress reports** on weekly basis.
* Conducted **Smoke test** after each build.
* Created the source SRS articulating the known issues and potential risks for feeding data into PDS repository that will be storing daily positions and reference data subscribed by LRM.
* Analyzed and documented gaps in Sophis’, the source trading system, trade and positions attributes based on the requirements defined in the Risk Management BRD.
* Executed P/L analysis, Risk reconciliation and preparation, G/L reconciliation.
* Create and review test plans and test case for **UAT** **sessions in Collibra**to see if the request was passing vendors correctly for Appraisal, title , flood Orders
* Generated runtime code using in**Collibra and**tested the**Test Data against the code and**provided the**Java Transforms**to developers for deploying in different **Environments (DEV/SIT/UAT and PROD)**
* Created **step by step manual** and **user guide** for quality assurance team keeping in mind user requirements and how it can be met.
* Performed **Post Production Validation** after the Application was released into production

**Environment**: Agile Methodology (SCRUM), MS Visio, Bloomberg, MSOffice Suite, Java, XML, SQL, Just In Mind, Smart Draw,Jira

**Wells Fargo, Longwood , FL ​​               September 2011 - July 2013​**

**Application: ‘Otomate’**

**Wells Fargo**is an American multinational banking and financial services holding company. It is the fourth largest bank in the U.S. by assets and second largest bank in deposits, home mortgage servicing, and debit cards. The project established an automated work flow for user access to and deactivation from the bank's applications thereby reducing the risk of fraud, simplifying technology processes, and boosting employee productivity. We implemented a security solution based on enterprise class software, which established an automated workflow around user access to and deactivation from the bank's applications. The goal of the project was to **upgrade existing financial applications with more security-rich and efficient technology** in order to pursue its main business goal of growing its customer base. The single sign-on and automated reporting that was implemented helped **reduce risk and boost employee productivity**, hence leading to increased growth and enhanced productivity and innovation.

**Responsibilities:**

• Conducted **JAD Sessions** with the SMEs and managers to understand the business processes and functional details.

• Identified gaps in the existing systems by performing **GAP Analysis** on the **As-is**business process maps.

• Created the **To-be**business process maps to communicate the solutions to the entire team as well as to gain the approval of the SMEs and the management team.

• Conducted meetings and brainstorming sessions with Company Ratings managers, sales advocates and **fixed income data** team managers to gather user requirements and business process information.

• Implemented reports to deliver **market risk** measures as part of the **Basel initiative**

• Documented the gathered business requirements into a detailed Business Requirements Document **(BRD).**

• **Translated Business Requirements into functional and non-functional requirements using industry standard documentation processes like Data Flow Diagram**(DFDs**) and**UML Diagrams(Use Case, Sequence and Activities Diagrams).

•**CRM** solutions was provided for the business data to help provide services or products that customers want, provide better customer service.

 Gained end-to-end understanding of the technology and data infrastructures behind the daily production and reporting of all **counterparty credit risk (CCRT) and market risk metrics**

• Involved in **Designing**FRD**according to**BRD**and**Basel regulatory**requirements using**Power Designer**.**

• Used **Power Designer** for Business Requirement Documents Preparation.

• Created and maintained **Requirements Traceability Matrix(RTM)** to trace technical requirements to their business requirements and the test case requirements to their functional requirements.

• Worked as a liaison between business and technical teams to communicate requirement prioritization and level of effort **(LOE)** to make sure highest value features are given higher priority.

• Conducted **Requirement Walkthroughs** with the development and test teams before the development and testing phases started respectively, to ensure that the requirements are accurately understood.

• Managed scope and performed **Change Control and Change Management** after base-lining the requirements.

• Assisted in identifying and quantifying **Credit Risk, Operational Risk and Market Risk**

• **Worked with the Project Manager during** RACI **review process and release management.**

• Assisted the software testing **(QA)** team in creating the test plan, test conditions, and test cases by conducting knowledge transfer sessions and approving the test cases.

• Involved in **Defect Life Cycle** to Validated and monitored all documented defects and progress.

• Created User Acceptance Testing **(UAT)**plans with several test scenarios to ensure that the proposed features and functionalities are functioning correctly.

• Performed complex **SQL queries** for retrieving data from the database, generating ad-hoc reports, and conducting data validation testing.

• Assisted in the development of **User Training**materials for the upgraded version of the existing system technology and process improvements.

**Environment:**Rup Methodology, MS Visio, UML, My SQL, MS Project, Test, Java, HTML, Silk Central, MS SharePoint

**TD Bank, King Of Prussia, PA ​ March 2008 - May 2011**

**Business Analyst**

TD Bank is one of the 10 largest banks in the U.S. The Bank offers a broad array of retail, small business and commercial banking products and services. The project was part of TD Bank Online Banking Services (OBS), which provides individuals and small businesses with TD Bank Retail and Small Business Products. The goal of this project was to re-design and enrich the portal systems to increase customer satisfaction, create bank loyalty, and to create reliable products.

**Responsibilities**

• **Worked** with **Business Users**, **Customers** and **Subject Matter Experts (SMEs)** to understand the existing system and the current business process and methods to identify deficiencies and areas for improvement and enhancement.

• Accountable for creating, maintaining and ensuring User stories to have coverage on business values, story points and acceptance criteria.

• Proficiently helped development teams to break down large user stories for execution.

• Advised **product owners**, **scrum masters** and teams to improve their ability to create good **Product Backlogs** to prioritize features and subsequently created **Sprint Backlogs**.

• Actively assisted in the **acceptance** and **validation** of the stories by testing the delivered stories.

• Provided detailed **User Interface Document** to the development and testing team for clear understanding of the system.

• Conducted requirement walkthroughs with the development and test teams before the development and testing phases respectively, to ensure that the requirements are accurately understood.

• Created and maintained **Requirements Traceability Matrix (RTM)** to trace technical requirements to their business requirements and the test case to their functional requirements.

• Worked closely with the **QA Team** and played a key role bringing in best practices of test driven development in an **Agile** environment.

• Actively participated in the **Daily stand up** and **Weekly status meetings**.

• Extensively used task board, poker planning for better teamworkand results.

• Conducted **User Acceptance Testing (UAT)** to ensure all the business requirements have been fulfilled by the application.

• Actively participated in **Smoke Testing**, **Post Production Validation (PPV)** and handled issues appropriately.

• Prepared detailed **user manuals** and conducted training sessions.

**Environment**: Agile Methodology, Smart Draw, Microsoft Visio, JIRA, Oracle DB, Java, SQL.

**Barclays Investment Bank                                                                   January 2007 – Jan 2008**

**Bloomington, IL**

​ Barclay Investment Bank provided a broad range of banking, asset management, wealth management and corporate and investment banking products and services. The aim of the Market Risk Systems (MRS) project was to perform valuation, simulation, aggregation and reporting of risk metrics and models on all simple (bonds) and complex (structured products, derivatives) security products. The MRS are comprised of intraday and overnight batch processes that handle staging for all trading position data and market data required for risk modeling as well as making this data available to the various risk valuation systems..

**Responsibilities:**

• Participated in **Joint Application Development (JAD)**sessions by convening project sponsors, end-user representatives, development team members, subject-matter experts, technical personnel, and different stakeholders to communicate their perspectives with each other, resolve any issues and come to consensus.

• Worked with architectures to analyze the **Project Definition Document** **(PDD)** to make an initial estimation of the sizing of the project, as well as potential impacts on existing systems.

• Analyzed the business process as **Business Process Automation**

• Implemented**RUP**, designed visual models to draft business requirements by using Use Cases

• Gathered and documented the requirements that were critical to the business mission and used those requirements to design application software using a **Use Case approach**.

• Interacted with the **Users** by interviewing them, preparing questionnaires and getting feedback.

• Developed the required **use case diagrams**, business **work-flow diagrams** and **activity diagrams** so that all stake holders could better understand the business process.

• Developed the **functional specifications document** and assisted the project team in preparing Software **Requirement Specifications (SRS**), and the **user interface design**.

• Created **User Interface documents** **(UID)** of prototypes and **wireframes**to help designing user interface.

• Managed all the **changes and change requests** in the projects by using Rational Clearcase.

• **Worked with**SQL**queries using MS Access for data manipulations**

• Experience in **walkthrough session with development team** to ensure the business requirement are clear.

• **Walkthrough**session with**QA team** to ensure the test plan and a test case meets the business requirement.

• Conducted s**moke test**after each build.

• Create and review test plan and test case for**UAT session**. As well as conducting**UAT session.**

• Created **step-by-step manual** and **user guide** for quality assurance team keeping in mind user requirements and how it can be met.

• Performed **Post Production Validation** after the Application was released into production.  **Environment:** Windows 95/98/NT, [VB.NET](http://vb.net/), SQL Server, HTML, Quick Test Professional (QTP), and Load Runner, Rational Clear case, Rational Rose.