**Ola Olajutemu**

**olabosman96@gmail.com**

**+1 (424) 999 5138**

|  |
| --- |
| WORK SUMMARY |

* Result-oriented, accomplished and spirited Business System Analyst/Market Risk Analyst with a proven track record of more than 7 years’ experience in business analysis and project management.
* Subject Matter Expertise in Brokerage, Investment Banking, Insurance, Securities Lending, Market Risk, Custody, Reference Data Integration.
* Thorough knowledge of financial and investment management industry in diverse areas such as Risk management and analyses, Portfolio management, Fund accounting, Fixed income instruments, MBS, and amongst other major aspects of Investment Banking and Investment Management.
* Experienced in serving as primary liaison between business group and technology team throughout the Project Life Cycle.
* In-depth knowledge of credit risk measures
* Comprehensive knowledge of reporting applications, and Risk and Finance applications
* Experienced in project charters and project plans development and business requirements gathering & requirements analysis.
* Operational knowledge of creating and manipulating pivot tables
* Profound knowledge of data mining and MIS reporting
* Ability to analyze quantitative model outputs
* Deep knowledge of greeks, risk measures, sensitivities and VaR
* Sound knowledge of Bloomberg, Calypso, Murex, Mortgage Spreads and Summit
* Work experience includes effective implementation of Requirement Management, Change Control Management, Defect Prevention Management, Release management and Project Management tasks throughout the project life cycle (PLC).
* Excellent team player with ability to work on multiple tasks and also work independently with minimum supervision.

|  |
| --- |
| TECHNICAL SKILLS |

|  |  |
| --- | --- |
| Requirement Management Tools: | JIRA, Rally, TFS, IBM Doors, Rational Requisite Pro |
| UML & Modeling Tools: | MS Visio, Balsamiq, Erwin, Enterprise Architecture |
| Test Tools: | HP ALM (Quality Center), IBM ClearQuest, Bugzilla, MTM, SOAP UI |
| Database: | MS SQL Server, Oracle |
| Other Tools & languages: | MS Project, Notepad++, Win Scp, FileZilla, Synchrony, AutoSys, XML, .NET, REST-ful |

**Certification:**

* Project Management Professional (PMP) - Certified Project Manager
* International Scrum Institute – Certified Scrum Master
* Canadian Investment Funds – Completed 2014

**Education:**

* M.A – Economics, University of Ottawa, ON Canada
* BSc - Economics (**First Class**), University of Ado-Ekiti, Nigeria

|  |
| --- |
| PROFESSIONAL EXPERIENCE |

**E\*Trade Bank Arlington, VA Nov 2015- Sep 2017**

**Senior Business Analyst**

**Project Description:**

E\*Trade is a top online brokerage and financial services group dealing the stock and retail operations over the internet. It offers various mutual funds, fixed income options, exchange traded funds. I have been associated with the compliance group in Arlington main office where the compliance project was carried for control process adherence for brokerage and building the framework for key operational risk mitigates for the process improvement.

**Responsibilities:**

* Interacted on a daily basis with the business users of the application being developed
* Prepared and developed regular and time-sensitive ad-hoc deliverables.
* Worked independently to gather, analyze and document the requirements.
* Effectively worked with industry and regional portfolio managers.
* Managed multiple hardware vendors and contractors for procurement of servers and IT infrastructure and setting up service level agreements (SLA’s) for maintenance.
* Monitored and measured daily market risk and limits.
* Chaired brainstorming session: talked with various SME’s and users and the project managers.
* Analyzed system specifications, business requirements for full understanding of the project.
* Worked on Agile Environment: conducted grooming sessions, participated in planning session, and Daily Scrum Standups.
* Coordinated with end users to discuss the functionality of the tool and also to discuss detected defects.
* Conducted JAD Sessions with Infrastructure management team, SME, policy holders and stakeholders for issues which were open and pending.
* Formulating use case for key considering the key internal control process in the policy and building the scenarios considering the money market investments and maturities in short term.
* Worked with SMEs to understand various payment systems against documentary credit, exchange trading, money market, swift payments, RTGS and SWIFT payment codes to link with the functional specification documents.
* Researched and explained changes in VaR.
* Coached and developed a distributed team of business executives and technical professionals regarding Agile roles, routines and responsibilities resulting in a more thorough understanding of Scrum and a faster start up time to developing software.
* Worked with IT infrastructure in designing highly available IT infrastructure and prepared SLA’s.
* Explained greeks, risk measures, and sensitivities of trading positions and portfolios.   
  Performed project work on process automation and data capture.
* Used Rally as Requirement Management tool.
* Created Mock-up forms in MS word for better visualization and understanding of the software solution.  
  Participated in Daily Agile Scrum “Stand-up”, Biweekly Sprint Planning and Retrospective Sessions and update the team on status of upcoming User Stories.
* Initiated and crafted project charter by collaborating with senior business executives and technical architects; facilitated document through the global enterprise dispatch process resulting in an expedited approval of project time lines, resources and scope.
* Maintained user stories in Rally and updated them accordingly.
* Documented XML standards, technical specifications, mapping rules, business requirements, functional specifications
* Assisted Developers in designing and developing a REST-ful style Web Services layer.
* Very closely involved in all phases of SDLC from gathering requirements to testing.
* Implemented Simulation Tool to price complex equity derivatives portfolios in combination with fixed income and finance desk portfolios.
* Conducted Stress testing on web based mortgage applications.
* Worked with QA team on REST-ful Web Services testing using SOAP UI.
* Developed Test plans, Test cases and analyzed Test results; involved in Defect tracking using Quality Center (QC)
* Groomed stories effectively using OneNote as an effective tool and gathered business requirements through discussions and brainstorming sessions and conducted specification reviews and walkthroughs with the designers, developers and stakeholder.
* Co-ordinated JAD sessions with Multiple Stakeholders (Customer Marketing, Security, Fraud, Sales and UX), SME's and the end users for feasibility studies and to discuss the functionality of the flows.
* Performed GAP Analysis to identify the deficiencies in the system by comparing the actual objectives with the system objectives.
* Involved in reviewing complex SQL queries, views, functions and stored procedures and spotting issues before/during code migration.
* Performed Backend testing using SQL queries against Oracle database to perform data validation, to check data integrity etc.
* Conducted Defect Management using Team Foundation Server (TFS).
* Helped the testing team to port the non-critical data from the production database to the test environment and contributing in overall testing effort by identifying the key testing areas.
* Worked closely with the Quality Assurance team and developed test cases, test scripts using the developed use cases as the platform, and conducted User Acceptance Testing (UAT).

**Zion Bank, Salt Lake City, UT June 2012 – Oct 2015**

**Senior Business Analyst**

**Project Description:**

Worked on a data warehouse project that was initiated to integrate various vendor data for Fixed Income Securities (Bonds, CDs, and Mortgage Backed Securities- MBS) . This Referential Data Integration (RDI) Project was initiated to provide timely and qualitative market data to the Risk calculation engine, Batch Processing and trading applications including the compliance & regulatory related applications. The back end was RDBMS database which was initialized and enriched through vendor data feeds.

**Responsibilities:**

* Defined Project Scope, high-level business requirements, documented the constraints, assumptions & business impact. Identified project Risks & mitigations.
* Baselined the business requirements by conducting the requirement analysis meetings and translated them into functional requirements specifications.
* Developed the business process workflow, functional workflow diagrams and screen mock-ups for user reviews.
* Prepared and presented the budget estimation report with details of cost and resource allocations with effective timelines.
* Organized JAD sessions with business managers, application owners and developers. Designed the strategies to overcome potential obstinacy which could result from limited scope of the applications involved and its impact on the intertwined business processes workflows.
* Developed data flow diagrams and business process workflow diagrams and also developed file monitor screen designs to efficiently streamline and monitor the inbound & outbound data flows.
* Provided a thorough knowledge transfer of the project to the QA team prior to their test plan and test case preparations; discussed various positive and negative test scenarios; reviewed and approved test cases.
* Prepared UAT schedules and coordinated with Business users and technical teams to resolve issues during UAT and production parallel testing; performed end to end business level testing.
* Created use case templates about how credit check process happened.
* Use Agile systems and strategies to provide quick and feasible solutions, based on Agile system, to the organization.
* Partnered with peripheral groups (i.e. compliance, architecture, infrastructure etc.) to create an integrated release plan to effectively manage interdependencies.
* Work in Agile, scrum, and sprint environment in order to change the requirements and features set.
* Work closely SCRUM team to create test scripts and test cases to ensure coverage of all areas of the product/feature(s).
* Documented, coached, and elicited business requirements from subject matter experts by writing user stories resulting in a clearer, more detailed and more complete understanding of project deliverables.
* Wrote SQL queries to retrieve data from databases after data migration.
* Extensively involved in process flow diagram (data flow), sequence diagram and collaboration diagram. Performed the Back-End Testing to ensure data consistency and accuracy by writing and executing SQL statements on Oracle Database.
* Conducted REST-ful Web Services testing using SOAP UI.
* Extensively used SQL statements to query the Oracle Database for Data Validation and Data Integrity.
* Conducted Stress testing on web based applications.
* Responsible for documenting business specifications from the client, users, developers, designers and Subject Matter Experts for complete understanding of the business process and application so as to transform them into meaningful technical specifications and functional specification for the software development.
* Tested various versions of handheld devices to perform Cross platform and Browser compatibility testing.
* Created various test sets for different test cycles within Team Foundation Server (TFS) and perform the test case assignment within Team Foundation Server (TFS) for offshore QA testers.
* Testing performed on a data warehouse platform, including data integrity and data validation.
* Performed Database testing using SQL queries
* Performed backend testing for data validation using SQL Queries.
* Performed negative and positive testing using SQL Queries
* Performed Smoke, Stress Testing, Functional, Regression, System and User Acceptance Testing (UAT) in Web application.
* Defect tracking, assigning, getting defects resolved, submission, documentation and change requests.
* Involved in preparing Test Plans based on User Requirements Document and prepared the Test cases. Interacted with the developers to resolve the technical and implementing issues. Involved in User Acceptance Testing with the users

**Hawthorne Capital Corp, Brooklyn, NY             Mar 2011 – May 2012**

**Business System Analyst**

**Project Description:**

The project involved working with several teams to develop an enterprise Web-based interface system supporting primarily the residential mortgage loan origination and processing for Multi-family applications. This application facilitated loan officers and underwriters to maintain loan origination and Loan processing.

**Responsibilities:**

* Extensively worked with Market Risk Management, Mortgage Loan Servicing, Commercial and Residential Mortgage.
* Facilitated and managed meeting with from various business areas including mortgage servicing, loan monitoring and asset management.
* Obtained business requirements in form of user’s stories from users and stakeholders using JAD sessions, brain storming sessions, focus groups and personal interviews.
* Analyzed the as-is and to-be state of the project and performed Gap analysis, Impact analysis and SWOT analysis.
* Responsible for process reengineering, change management, Business case development, project requirements management using Agile methodology.
* Conducted the Functional Requirements and User Requirements Specification reviews and walkthroughs with designers, developers and stakeholders.
* Created Detailed Test Plan, Test Approach, Test Matrix, Test Strategy documents based on the information gathered through business requirements and design/application walkthroughs.
* Gathered and organized from the business side requirements and business rules, created Manuals, on-line content, diagrams and graphics for a variety of clients.
* Performed Regression Testing by generating scripts based on the business process.
* Conducted user interviews, gathered requirements, analyzed and documented the high level requirements and converted it to detail level requirement and managed changes.
* Performed extensive Cost benefit analysis, Requirement Analysis including data analysis and gap analysis.
* Identified and managed data requirements scope, risks and issues.
* Prioritized requirements and performed feasibility analysis and risk analysis on the application
* Documented XML standards, technical specifications, mapping rules, business requirements, functional specifications
* Designed and developed Use Cases, Activity and data flow Diagrams, Sequence Diagrams and flow charts using UML
* Designed and implemented basic SQL queries for QA testing and report / data validation.
* Conducted REST-ful Web Services testing using SOAP UI.
* Logged defects using HP Quality Center.
* Documented and delivered Functional and Non Functional Specification Document to the project team.
* Conducted User Acceptance Testing (UAT).

**HSBC, Buffalo, NY Apr 2010 – Feb 2011**

**Business Analyst**

**Project Description**:

As a Business Analyst I was involved in various financial projects related to Investment banking, wealth management, capital markets, Derivatives, fixed Income. I was involved in creating BRDs and FRDs and also creating test cases, test scenarios and finding defects using JIRA.

**Responsibilities:**

* Wrote requirements about creating and maintaining database indexes.
* Prepared use cases for index defragmentation.
* Wrote test cases for integrity checks.
* Worked in Agile Testing and participated meetings every day in iterative environment Created and maintained detailed test cases to perform various types of testing.
* Using Agile methodology and engage in an iterative workflow and incremental delivery of working.
* Prepared, scheduled and lead meetings between enterprise business and technical resources and multiple vendors in preparation for demonstrations and site visits resulting in more efficient and productive meetings with fewer follow up questions and communications.
* Documented XML standards, technical specifications, mapping rules, business requirements, functional specifications
* Assisted in closing gaps for associated Stories in each individual Sprint.
* Assisted in entering and updating Issues (Epics, Stories, and Tasks) onto JIRA Agile application.
* Involved in writing complex SQL queries to extract the data from Oracle database
* Designed and implemented SQL queries for reports and data validation.
* Wrote SQL Scripts to insert regression test data into the database.
* Validated some of the reports, using complex SQL queries, generated during the process.
* Co-authored business requirements document, functional requirement document with project teams. Extracted, discussed, and refined business requirements from business users and team members
* Developed and implemented processes and tools for requirements gathering, analyzing, planning, tracking and delivery using JIRA.
* Used SOAP UI for Web Services testing.
* Conducted functional, regression, backend testing manually and using automated tools such as QTP.
* Used HP Quality Center for defect management.
* Designed and developed Use Cases, Use Case Diagram, Activity Diagrams, and Sequence Diagrams
* Assisted with users during User Acceptance Testing (UAT), developing and maintaining quality procedures, and ensuring that appropriate documentation is in place