Rabindra Rasaili

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SUMMARY

* Business Analyst with over 8 years of experience with focus on Salesforce.com, ERP, data analysis, requirement gathering, technical documentation, database development and software validation
* Strong Knowledge in salesforce administration and customization ,data validation ,sales, marketing, customer service and support development team
* Experience with Oracle Big Machines Express CPQ Cloud Service for Salesforce.com to configure, price, quote, and create proposals immediately, and streamline renewals.
* Proficient in SFDC administrative tasks like creating users ,roles, profiles, page-layouts, email services, approvals, workflows, validation rules, reports and dashboards
* Experience in approval processes for automated alerts , field updates, custom objects and tabs, and security controls
* Experience in maintaining, enhancing and creating workflows and validation rules.
* Strong experience in creating executive dashboard to display open, closed leads in SFDC
* Experience in managing reports, data migration, testing and support
* Documenting business requirements, technical requirements and Use Case diagrams to make the requirements easy to understand for Salesforce Developers
* Experience in Software Development Life Cycle (SDLC) methodologies and Object Oriented analysis
* Experience in Data Analysis including analysis of root cause for Incident and Problem Management
* Extensive experience in creating test plans, test cases and performed User Acceptance Testing (UAT)
* Knowledge of Agile development practices and assessment
* Worked very closely with the offshore team across the SDLC
* Development experience in various platforms like MS Office, Visio documenting tool and Windows (XP, NT, 2000, 98, 95) and Salesforce.com Sandbox and Development environments
* Oracle developer with in depth knowledge in writing SQL, PL/SQL programs, Packages, Stored procedures, Functions and Triggers to automate the interface processes for daily/incremental loads
* Extensive experience in working in TOAD tool
* Strong analytical and problem solving skills with ability to work within team environment and independently when needed
* Proficient in learning new technologies and quickly adapting to new environment

TECHNICAL SKILLS:

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| Languages | PL/SQL, HTML and UML |
| Databases & Tools: | SQL Server 2005 & 2008, Oracle Data Integrator(ODI) Oracle 9i,10G,UNIX |
| Salesforce Technologies | Workflow & Approvals, Reports, Dashboards, Analytic Snapshots, Case Management Automation, Custom Objects |
| Oracle Modules: | CRM( Field Service) ,Oracle Financials(AR,GL,AP) |
| Business Modeling Tools: | Microsoft Visio, UML |
| Collaboration Servers:  Salesforce Technologies: | SharePoint Workflow, Validation, Approval Process, Trigger, Reports, Dashboards and Visual Force |
| SDLC Methodologies: | Water Fall, Lean and Agile Methodology |
| Load Testing/Defect Tracking Tools | Load Runner, Test Director |
| Others: | MS Office (Outlook, Word, Excel, PowerPoint) |

PROFESSIONAL EXPERIENCE:

MetLife Insurance, San Francisco, CA May-2016-July-2018

Sr. Salesforce Business Analyst

Metropolitan Life Insurance Company is one of the largest and most recognized insurance companies in the United States. It not only provides personalized customer service but also have fast claims services. MetLife Insurance offers various insurance policies to customers like providing health, life and Auto Insurance.

Worked on multiple projects, Contributed in designing a prototype for future system claim processing by developing a web-based service application to streamline office workflow processes involved in Electronic Data Interchange (EDI) (214, 810, 830, 844, 845, 846, 849, 850, 852, 855, 856, 860, 864,867,888) transactions and benefits in claims management cycle based on HIPAA Guidelines (ICD 9 – ICD 10).

Responsibilities:

* Process claims for all lines of business including but not limited to HMO, PPO, POS, TPA, P&C and Medicaid/Medicaid.
* Audit claims for accuracy as it relates to State Medicaid and appeal denials as needed.
* Work all pending holds according to plan benefits to ensure timely and proper payment.
* Assist in all trainings and meetings related to claims processing and implementations.
* Educate providers on benefits and eligibility related to member utilized health services.
* Collaborate with the health improvement department to create and implement health related activities.
* Performed the requirement analysis, impact analysis and documented Business Requirements Document (BRD) and Functional Specification Document (FSD) using Rational Requisite Pro.
* Analyzed business processes, requirements, and data necessary to provide detailed logic for ETL development.
* Created UML diagrams- Use Case Diagrams, Activity Diagrams, Sequence Diagrams and ER Diagrams in MS Visio.
* Documented the Traceability Matrix for tracing the Test Cases and requirements related to them.
* Conducted GAP Analysis of current state (As-Is) ICD 9 and proposed state (To-Be) ICD 10 situations and represented the same on MS Visio.
* Supported development of UAT cycle test scripts, Review User Acceptance Test Plan (UATP) and attend walkthrough
* Managed the planning / test process for Medicare Part D Pharmacy Claims (PBM).
* Captured integration points with existing issue tracking system – HP Quality Center with SalesForce.com, also involved with creating SSIS package definitions
* Captured and documented requirements for Business Intelligence (MSBI) that included analytics on product quality, Customer Satisfaction index, Performance Matrix including drill downs, reporting and filters.
* Analyzing requests for new feature or change request by operations teams. Coordinate timelines during development process. Integration of Oracle Big Machines Express CPQ Cloud Service for Sales teams and produce 100% error free sales proposals.
* Interacted with the development and the testing teams to improve overall quality of the Application.
* Assisted the development team in designing the GUI of the Application. Responsible for preparing Business Requirement Document (BRD), MSBI Report builder and then translating into functional specifications and test plans. Closely coordinated with both business users and developers for arriving at a mutually acceptable solution.
* Created UAT plans with several test cases for each project to ensure that the system runs smoothly after the proposed enhancements or changes have been made. Assisted the QA team in designing the Test Plan and Test Cases for User Acceptance testing.

Environment: Agile, UML, MS Visio, SQL, MS Office, HP Quality Center, Rational Requisite Pro, Rational Clear Quest, SalesForce.com (SFDC), MSBI, IVR

AXA Equitable, Farmington, Connecticut Aug-2014-Apr-2016

Salesforce Business Analyst

I have worked very closely with the Wholesale Life Distribution sales team of almost 100+ users to enhance and maintain our SFDC instance to meet the changing needs of the team.

Also, simultaneously serving as a Salesforce BA in most of the projects. I wrote the Functional Business Requirements, User Stories, Use Cases, and Business Requirement Documents. I wrote and executed the User Acceptance Test Plans and tracked the results through defect resolution.

Responsibilities:

* Actively Assisted Project Manager in developing Scope/Vision Documentation and Project Plan, tracking project progress.
* The Projects were implemented based on agile methodology.
* Developed the Scope/Vision Documentation and Project Plan, tracking project progress.
* Created BRD, FRD and converted into System Requirement Specifications Document.
* Presented the project data in views as Gantt charts, pivots, calendars, network diagrams and task sheets in MS Project.
* Analyze existing interfacing systems and understand various technologies involved.
* Performed extensive System Analysis the various business specifications.
* Responsible for Bug free delivery of Sales and Service Oriented applications developed on (Salesforce.com) Force.com Platform.
* Created test scripts and test cases for approved business use case and requirements for System and UAT testing.
* Develop Reports/Scheduled Reports, Dashboards, and processes to continuously monitor data quality and integrity
* Assist users with report design and management.
* Experienced in using Apex Data loader, for exporting and importing/exporting the data into/from SFDC.
* Created Test Scripts and Writing the test cases and performing Regression tests on them.
* Experience in Creating and editing Users, Accounts in Salesforce.
* Responsible for managing Users in Production and supporting users in UAT.
* Performing UAT Testing for the complete instance of Salesforce for one of the major project.
* Created Profiles, Roles based on Organization role hierarchy and Implemented Record-Level and Field-Level security and configured their sharing settings.
* Extensive business knowledge and customization experience on various salesforce.com standard objects like Accounts, Contacts, Opportunities, Products and Price books, Cases, Leads, Campaigns, Forecasting, Reports and Dashboards.
* Created/Customized Workflow Rules, Page Layouts, Approval Process, Tasks, Email Alerts, Field Updates and Outbound Messages to manage the Workflow &Approvals.
* Worked/Designed various salesforce.com standard objects like Accounts, Contacts, Leads, Campaigns, Opportunities, Quotes, Activities, Dashboards and Reports.
* Worked on various salesforce.com Custom objects like Account Addresses, Account Goals, Account Policies, Activity Calculator, Activity Points, Agent Policies, Policy Premiums, Premium Transactions, Retail Branch Performance, and Sales Profiles.
* Worked on the daily policy error reports coming in from a different system into Salesforce.
* Have been an active part in the Risk Assessment for one of the major Projects.
* Created Mockups for the New Objects to be created in Salesforce Instance.

Environment: Saleforce.com, HTML, Workflow & Approvals, Reports, HP Quality Centre , CRM, Custom Objects, Security Controls, Custom Tabs, UML, Use Case, BRD, FRD ,Oracle Pl/SQL, SAP UNIX

Wyndham Boca Raton, Boca Raton, FL Jan-2013-July-2014

Salesforce Business Analyst

Wyndham Hotels is one of the world’s leading diversified providers of travel-related products and services for business and individual user’s, with leading brands in lodging franchising, vacation ownership, vacation rental and vacation exchange. Wyndham hotel group loyalty program is the largest in the industry.

Responsibilities:

* Interacted with SMEs such as Nissan sales Managers, Nissan solution architects, Technology group members, and process analysts to gather requirements and goals through interviews and surveys to understand the business process. Conducted controlled brainstorming sessions with project focus groups.
* Performed GAP ANALYSIS, created new process flows from AS-IS to TO-BE system.
* Involved in gathering and synthesizing business requirements and translated them into functional and non-functional requirements to be used as input to the functional design specifications.
* Conducted JAD sessions to allow different stakeholders to communicate their perspectives with each other, resolve any issues, and come to agreement terms.
* Conducted different elicitation techniques to gather requirements for Data Warehouse and also performed tests to validate the data.
* Interacted with technical architects to identify and analyze the given information, procedures, decision flows, and also evaluated existing procedures.
* Maintained On-going documentation of standard operating procedures and process improvements for VCS customer account management and call center process, troubleshooting, and escalations.
* Contributed with Project manager in handled scheduling, resource planning and allocation matters conducted status meetings and compiled reports.
* Extensively worked on creating User Requirement Specifications, Functional Requirement Specifications, and Business Process Documents and also assisted in developing System Requirements.
* Designed use case diagrams to present a better view of the system and enable the technical team to identify the key processes.
* Utilized Informatica to Extract, Transform and Load (ETL) data for the project during Data Migration.
* Prepared diagrams and elaborated them using UML diagrams, Data Flow Diagrams, Business Process and Data Process Model using MS Visio.
* Conducted sprints, created the sprint backlog, product backlog, burn down charts during Salesforce CRM implementation.
* Contributed in customizations, enhancements, updates, and changing functionalities of Salesforce CRM web application. Created and executed Test Cases. Assisted in functional testing for both manual testing and automated testing.
* Maintained On-going documentation of standard operating procedures and process improvements for VCS customer account management and call center process, troubleshooting, and escalations.
* Oversee VCS portion of VIN reporting project and be subject matter expert, conduct UAT and analysis of program and also participated in creating User Manual.

Environment: MS Office, SQL Server, Agile, SCRUM, CRM, Salesforce, Rational Clear Quest, Rational Clear Case, Rational Requisite Pro, Rational Rose, UML,RUP, MS Excel, MS Word, MS Power Point, MS Visio, MS Access

National Financial Services Corporation, Atlanta, GA Mar-2010-Dec-2012

Business Analyst

Calypso Upgrade project (Upgrade from Calypso Version 8 to Version 10) for all existing Derivative products - Interest Rate Derivatives, Credit Derivatives, Equity Derivatives, Futures, Forwards and Options.

Responsibilities:

* Presented new business solutions to stakeholders before initiating the project.
* Successfully implemented the Was responsible for implementing a trading application using Calypso for the Fixed Income derivative products: Interest Rate swaps, Currency swaps, Equity Total Return Swaps, Credit swaps, Futures, Forwards and Options.
* Conducted GAP Analysis and system analysis to determine if solutions to the business requirements are feasible and can be implemented using the product Calypso.
* Analyzed impact of proposed solution across the business. Developed proposed statement of work.
* Facilitated JAD sessions with the business group (traders and portfolio managers) to gather, analyze and document business requirements and business rules.
* Created UML Models such as Use Case Diagrams, Activity Diagrams and Flow Diagrams using MS Visio. Documented the Business Requirement Document (BRD) and the Requirement traceability matrix.
* Detailed and documented the key features of the application being envisioned.
* Conducted JAD sessions with the end-users to design essential core features of the system.
* Prepared logical Process Models by analyzing the process flows of the various system components.
* Decomposed Business Requirements into Functional, Non-Functional and Reporting requirements.
* Coordinated research, analysis, development, and implementation of workflow-processes and technology solutions.
* Created traceability matrices between the various requirement types
* As cross-functional project coordinator was involved in project planning, project management methodology implementation, and issue/risk tracking, scope and resource management through Agile Software Development Lifecycle.
* Also involved in defining a PMO framework for identifying, prioritizing and achieving business objectives.
* Managed the Change Control process for the entire project as a whole by facilitating group meetings and one-on-one interview sessions with different work stream owners to discuss the impact of Change Request on the project.
* Worked with the offshore Testing team to ensure complete test coverage through test cases and scripts, managed test execution during Integration, System, Regression and Performance testing and UAT. Participated in defect review meetings.

Environment: MS Office, MS Visio, UAT, Windows IE, Oracle , Enterprise Architect, Requisite Pro, Clear Case, and Clear Quest, HP Quality Center.