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**SWATHY PARVATHA REDDY**

**SENIOR BUSINESS ANALYST/SCRUM MASTER   
SUMMARY:**

* Resourceful and Dynamic professional with 8+ years of experience as a Business Analyst with clients in **Wealth Management**, **Cash Management,Broker-Dealer**, **Risk** and **Banking** areas.
* Proficient in requirement gathering, analysis, business processes management and implementation of enterprise-wide systems with a strong knowledge of **System Development Life Cycle** (SDLC) using **Waterfall**, **Agile, and Scrum** methodologies.
* Extensive experience in creating **As-Is** and **To-Be** process models, conducting **Gap Analysis** to understand areas of improvement and analysing the risks involved through **SWOT**, **Value Stream Mapping**, **Feasibility Analysis** and **Impact Analysis.**
* Experience in conducting **Joint ApplicationDevelopment** (JAD) sessions with end users, **SMEs** and stakeholders.
* Excellent knowledge in Microsoft systems like **SQL Server.**
* Highly experienced in creating the requirements Artifacts, Business Requirement Document (**BRD**),Low Level Document **(LLD),** High Level Document **(HLD),** System Requirements Specifications Document (**SRS**), **Use-cases**, Functional Requirements Document(**FRD**)**,** Technical Requirements Document(**TRD**)andChange RequestsPlanning (**CRP**).
* Experience in creatingKey performance indicators **(KPI),** Enterprise Risk Management**,** Business Continuity Planning **(BCP),** and **Change Management**.
* Extensive knowledge in data collection, analysis and evaluation, analytical problem solving, decision making and interpersonal skill with ability to interact with individuals at all levels.
* Highly expertized in tracing requirements throughout the development process and verifying adherence to Requirement Traceability Matrix (**RTM**). Extensively used tools such IBM Doors, Atlassian JIRA.
* Significant experience in reviewing Test Procedures and creating **Test Cases**, **Test Scripts** and **Test plans.**
* Proficient in creating mock-up screens and prototyping static and dynamic **UI** with **HTML4, Mock-upScreens** and **MS Visio**. Experience with storyboarding and creating quick wireframes.
* Comprehensive knowledge of **Data Warehousing** with significant implementation experience in **data modelling, data analysis, data migration, data profiling** and **dimensional modelling.**
* Extensive experience with **Excel Modeling, Word, PowerPoint, MS Project, Access** and **SQL**.
* Self-starter with **excellent oral, written, inter-personal communication skills with a results-oriented attitude**.
* Experienced in identifying and documenting detailed business requirements pertaining to **Loans**, **Collateral**, **Securities**, **Portfolio Management**, **Risk Management**and **Wealth Management.**
* Excellent knowledge in Corporate Finance, Investment Banking, Credit Risk, Asset Management, Wealth Management, **Risk Management**, Investment Products.
* Strong knowledge of market movements, market indicators and ramifications of global-economic events.
* Understanding of **Valuation methods, Asset Allocation Techniques**, **Top-Down** and **Bottom Up Analysis.**
* Exposure and understanding of **GAAP** accounting, fundamental analysis**, profitability**, liquidity, **solvency ratios**, **Cash flow analysis**, **Discounted Cash Flow**(**DCF**), Trading Comparables.
* Understanding of **technical indicators** such as **RSI, Bollinger Bands, Moving Average Convergence Divergence (MACD).**
* Knowledge of **Dodd-Frank Regulation, Sarbanes-Oxley Act, Volker Rule** and their integration.
* Awareness of various financial mathematics and **Banking Industry Protocols** like FIX, SWIFT etc.
* Extensive command on**Financial Planning & Analysis**, Forecasting, Valuation, Planning and Budgeting.

**TECHNICAL SKILLS:**

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| **Operating System** | Windows 2000/XP/7/8, Mac OS, Linux, UNIX |
| **Methodologies** | SDLC, Agile, Scrum, Waterfall |
| **Business Tools** | MS Project, Micro Strategy, MS Visio, Excel –Macros, VBA, MS Word, MS PowerPoint, MS Access, Crystal Reports, Design Expert |
| **PM Tools** | Lean Management, SWOT, Impact Analysis, GAP, JAD sessions, Liquid Planner, MS Project Professional, Lotus Notes |
| **Supporting Languages** | HTML, XML, SQL, JAVA, VML |
| **Supporting tools** | JIRA, Visual Basics (VBA), RALLY, Rational Tools (Requisite Rose, Requisite Pro, ClearCase, ClearQuest), Bloomberg Terminal |
| **Statistics** | Financial Data Modeling and Analysis, Regression, Risk Analysis |
| **Testing Tools** | HP Quality Center/HP ALM, LoadRunner, Quick Test Pro (QTP) |
| **Database Tools** | MY SQL, Microsoft SQL |
| **ETL Tools** | Informatica 7, Informatica 9.0.1, IBM Cognos, SSIS |
| **Modelling Tools** | MS Visio, UML, Adobe Illustrator, Lucid Charts, Photoshop. |
| **Graphical Tools** | Mock-up Screens, Wireframes |
| **Project Management Tools** | MS Project, SharePoint (2007, 2013) |
| **Reporting Tool** | IBM Cognos, Tableau, QlikView, SSRS, Spotfire |

**PROFESSIONAL EXPERIENCE:**

**Bank of Oklahoma, Tulsa, OK Feb 2014 - Present**

**ROLE: Sr. Business Analyst/Scrum Master**

**PROJECT: AML Risk Reporting**

**PROJECT DESCRIPTION:**The scope of the project is to build a single technology platform for Anti-Money Laundering (AML) Risk Rating and Reporting Tool supported by the enterprise data warehouse and was internally used by the bank employees.

**ROLES AND RESPONSIBILITIES:**

* Designed and implemented Front End for **AML Risk Reporting Tool** which included a consolidated platform that could generate risk levels for a unique customer for a given financial instrument by using **Scrum-Waterfall** Methodology.
* Coordinated activities between business unit and technical staff, developed new methods, policies, and procedures to meet the business needs
* Designed message formats, queues, systems interfaces, and worked with the **loan processors**, **accountmanagers**, **compliance team** though **interviews**, **questionnaire** and **JAD** sessions.
* Defined the **scope** of the project and identified the major **actors**, using various **elicitation** techniques to gather requirements.
* Worked closely with **regulatory compliance** team to ensure the implementation and integration of Dodd-Frank Wall Street Reform in our system.
* Extensively done **GAP** analysis in the project as there were numerous **'As-Is'** and **'To-Be'** conditions.
* Captured the empirical data and identified ways to improve engineering practices.
* Developed business requirement documents, **use cases**, **functional** and **non-functional** documents, High Level Documents **(HLD)** and Low Level Documents **(LLD)** and **process map and process flow diagrams** including context, dataflow and decomposition diagrams.
* Facilitated with product owner for prioritizing the **user stories** and **creating repositories** of the user stories in the **product backlog**.
* Defined the data sources, data loads and data transformation using **ER Diagrams**. Used **MS-Visio** for model diagrams, MS-Word for documentation and used **UML** for visual modeling.
* Authored **Data Flow diagrams**, **Activity diagrams,Sequence diagrams** and **Business Process** models with special detail to Sub-Processes.
* Analyzed, collected and prepared user requirements, definition, scope and expectations for deliverable plans. Delivered **system documents,processes**, **diagrams**, and **test cases.**
* Liaise with all the stakeholders at all levels and worked closely with teams of BAs, developers, testers and product control throughout the entire development life cycle to ensure a quality product is delivered.
* Analyzed business needs/requirements, currently incorporated, **regulatory changes**, ratings and re-engineering processes.
* Extensively involved in **Data mapping** and **Data modeling** to validate the new platform.
* Involved in **data mining** from **data warehouse** to further analyze the data for business needs.
* Extensively involved in testing the application using **HP ALM.**
* Resolved impediments in the daily scrum meetings and enforced timely execution of sprints.

**ENVIRONMENT:**My SQL, MS Visio, MS Project, UML, XML, HTML, HP ALM,Mockup Screens, Scrum-Waterfall

**Bank of America, Princeton, NJJan 2012- Dec 2013**

**ROLE: Sr. Business Analyst**

**PROJECT: Asset Management/Portfolio Management**

**PROJECT DESCRIPTION:** The scope of the project was to build a platform for the portfolio management team to allocate capital optimally among different asset classes by creating scenarios that included analysis resolution, portfolio modeling and risk parameters using **Scrum -Waterfall** methodology.

**ROLES AND RESPONSIBILITIES:**

* Developed knowledge of Investment Analysis, Asset Allocation, Portfolio & Risk Management and key market indicators
* Gathered Business Requirements, through constant interaction with the Portfolio Managers, Designers and Developers, Project Manager and **SMEs** to get a better understanding of the Business Processes. Developed business process models in **Scrum**-**Waterfall hybrid methodology and documented** existing and future business processes.
* Coordinated and conducted joint application development (**JAD**) and walk through sessions involving business unit stakeholders, technical analyst, project managers.
* Analyzed and optimized the process, prepared **Business Requirement Document (BRD)** and **Low Level Document(LLD)** and **High Level Document (HLD)** for **Functional Specifications**.
* Assisted in developing a database of securities to be included in the platform by extracting financial data from **Bloomberg Terminal** for optimal capital allocation.
* Participated as a team member and shadowed the **Scrum Master** in various **sprint modules**.
* Performed **Gap analysis** by identifying existing technologies, documenting the enhancements to meet the end state requirements.
* Created **UML Diagrams** including **Use Case Diagrams**, **Activity Diagrams**, **Sequence Diagrams**, **Collaboration Diagrams**, **Data Flow Diagrams** (**DFDs**), **ER Diagrams** and **Web Page Mock-Ups** using **Rational Rose** thus defining the **Business Process Model** and **Data Process Model**.
* **Facilitated** the scrum meeting and captured **empirical data** to align results with expectations.
* Resolved **impediments** and ensured timely execution of **sprints**.
* Worked on **JIRA** for Issue tracking and project planning
* Worked extensively on change request during the mid-stages of the project and prioritized the tasks to make optimal use of time and resources.
* Created mock-up screens and prototyping static and dynamic **UI** with **HTML**, **Mockup Screens** and **MS Visio**. Experience with storyboarding and creating quick wireframes.
* Performed **Feasibility**, **Adaptability** and **Risk Analysis** to identify the business critical and **high-risk areas** of the application.
* Created **dashboards** for a managerial overview with drill up and drill down capabilities and cross tab reports with bar chart, pie chart, and line-chart graph representation reports using **TABLEAU and Crystal Reports.** Also provided walkthroughs of the Reporting feature.
* Used **HP Quality Center (HP QC)** for automated testing and test script generation.

**ENVIRONMENT:** MS Office Suite, SDLC, Agile/Scrum, Tableau, SQL Server, UML, Quick Test Pro, HPQC, Advanced Excel, Macros, VBA, My SQL, Windows, and SWOT analysis. Monte Carlo Simulations, SQL Server, HTML.

**First Niagara Bank,Pittsburgh, PA Nov 2010- Dec 2011**

**ROLE: Sr. Business Analyst/Project Coordinator**

**PROJECT: Cash Management**

**PROJECT DESCRIPTION: The scope of the project was to** Implementation of TLM (Transaction Lifecycle Management) Cash Management application at First Niagara Bank, which is a replacement of an existing legacy system. This application is supplied by the vendor SmartStream (STL). TLM is also known as Global Cashman Application. The Global CashMan application will match the received projected cash flows with the actual cash flows received from the Key Bank’s Nostro Agents.

**ROLES AND RESPONSIBILITIES:**

* Worked with different business teams like Prime Services, OTC settlements team and FXOps team to understand the cash projections that they create when they book a trade.
* Developed knowledge of **Balance Sheet, Income Statement** and **Statement of Cash Flows.**
* Developed knowledge of **Business Process Management (BPM)** and **Cash & Liquidity Management**.
* Developed understanding of the **Reconciliation** of cash flows to understand the scope of the project.
* Defining the scope of the project and identifying the major actors, using various elicitation techniques to gather requirements.
* Developed **business requirement documents, use cases, functional and non-functional documents** and process diagrams including context, **dataflow** and **decomposition diagrams**.
* Responsible for decomposing High Level Business requirement into functional specifications.
* Define the data sources, data loads and data transformation using **ER Diagrams**. Used **MS-Visio** for model diagrams, MS-Word for documentation and used **UML** for visual modeling.
* Author Data Flow diagrams, **Activity diagrams, Sequence diagrams** and **Business Process models** with **special detail to Sub-Processes.**
* Design message formats, queues, **systems interfaces**, and worked with the **traders** though **interviews, Questionnaire** and **JAD sessions.**
* **Analyze**, collected and prepared **user requirements**, **definition**, **scope** and expectations for deliverable plans. **Delivered system documents**, processes, diagrams, and test cases.
* **Liaise with all the stakeholders at all levels a**nd worked closely with teams of **BAs, developers, testers and product control** throughout the entire **development life cycle to ensure a quality product is delivered.**
* Extensively involved in **Data mining, Data mapping** and **Data modeling**.
* Extensively done GAP analysis in the project as there were numerous **'As-Is'** and **'To-Be'** conditions.
* Designed the conceptual data and business process models.
* Performed multiple SQL queries using **Query Analyzer / TOAD** for Data Analysis; created database driven reports with output to MS Excel and custom reports such as SQL file count, Ad-Hoc reports, and monthly migration reports
* Performed testing of applications using **HP Quality Center** and prepared test scripts, managed testers and maintained defect tracking with the help of the QA team.
* Responsible for conducting the **testing and defect analysis.**
* Responsible for writing training manuals and training of the end users.

**Environment:** SQL Server 2008, MS Visio 2007, MS Project 2007, Rational Requisite Pro,  Informatica Power Center 8, UML, XML, HTML, HP QC.

**ICICI Bank, Hyderabad, India April 2009- Sept 2010**

**PROJECT: Asset-Liability Modelling**

**PROJECT DESCRIPTION:** The scope of the project was to build a system that captured the future financial variables of an individual (example- cashflows, liabilities) and provide a visualization of the possible outcomes that enable the individual to understand the capital range required to meet future obligations using Waterfall Methodology. The model does that by seeking client’s asset and liability data and generates forecasted values over a topographical chart on a user interface.

**ROLES AND RESPONSIBILITIES:**

* Conducted **JAD sessions** with key business users to make them understand the project scope and deliverables and to check the feasibility of the project
* Extensively done **GAP** analysis in the project as there were numerous **'As-Is'** and **'To-Be'** conditions.
* Provided technical assistance in identifying, evaluating, and developing systems and procedures that were cost effective and met business requirements.
* At an individual project level worked cross functionally to define plans and schedule timelines to meet project objectives.
* Created UML Diagrams including **Use Case** Diagrams, **Activity Diagrams**, **Sequence Diagrams**, Collaboration Diagrams, Data Flow Diagrams (**DFDs**), **ER** Diagrams and **Web Page Mock-Ups** using **Rational Rose** thus defining the **BusinessProcess Model** and **Data Process Model.**
* Performed **Feasibility**, **Adaptability** and **Risk Analysis** to identify the business critical and **high-risk areas** of the application.
* Provided technical assistance in identifying, evaluating, and developing systems and procedures that were cost effective and met business requirements.
* At an individual project level worked cross functionally to define plans and schedule timelines to meet project objectives.
* Analyzed, collected and prepared user requirements, definition, scope and expectations for deliverable plans. Delivered system documents, processes, diagrams, and **test cases.**
* Participated in the development and preparation of the **Test Plan** with the testing team as well as ensuring testability, reliability, usability, maintainability and performance of the application.

**ENVIRONMENT:** Waterfall, Excel, Macros, VBA, My SQL, Windows, MS Office (MS Word, MS Excel, MS PowerPoint, and MS Visio), and SWOT analysis.

**HDFC Bank, New Delhi, India July 2007- Feb 2009**

**ROLE: Business Analyst**

**PROJECT: POS Transaction Tracking**

**PROJECT DESCRIPTION:**The scope of the project was for the development of a performance tracking application that tracks real-time merchant performance in POS transactions and calculates the associated fee structures and interest rate formulas. The system also enabled immediate credit card transaction approvals.

**ROLES AND RESPONSIBILITIES:**

* Elicited requirements by conducting **structured walk-through** with SMEs, **scenarios** and **use cases**.
* Created the **FRD** after eliciting the requirements using interviews, JAD sessions and end user feedback documentation.
* Prepared the **Vision** and **Scope** of the project for the Project Manager after doing the **Feasibility Analysis**.
* Conducted **GAP** analysis to understand the **As-Is** to **To-Be** process incorporating the time and cost constraints within the system.
* Attended and Facilitated **JAD** Sessions, Interpersonal **Interviews** with the **Stakeholders**, **SME**’s and **Quality Analysts**.
* Conducted Risk Analysis to calculate the risks involved in the project, including over-budget risk analysis.
* Extensively utilized Microsoft **SharePoint 2007** as the artefact-tracking tool for managing the requirements documentation.
* Worked with the team on automation and instant approval of transactions reflecting general ledger.
* Gathered requirements and created **Functional SpecificationsDocument** as of the Inception Phase.
* Used **UML** to visualize the use-case scenarios and created information flow, process maps and process flow diagrams for front-end.
* Gathered the **Functional**, **Non-Functional** data, and **GUI Requirements** after analyzing**Business Artifacts** from previous year’s business performance reports.
* Created **GUI mock-ups** using **MS VISIO** incorporating the UI and UX requirements from the FRD with present template.
* Worked to keep complete track of work progress of priorities through **Liquid Planner**. Communicate status regularly to management via written regular and **ad hoc reports**.
* Used **web design optimization** to create a more user friendly interface.
* Used **Data modelling** to understand various elements of data that could be stored, the size of these elements and the kind of information each element can contain.
* Coordinated with the application team and **Quality Analysts** in the creation of test plans, **User Acceptance Test** scripts and **Regression test** cases.

**ENVIRONMENT:**Rational Clear Case, MS-Visio, SQL, MS Word, MS PowerPoint, MS Access, Mercury Quality Center, SharePoint, SSRS

**Grameen Bank, Hyderabad, IndiaMay 2006- June 2007**

**ROLE: Jr. Business Analyst(Include HTML, Java script, Testing, Development)**

**PROJECT- Online Banking Application& Incorporating Feedback as Enhancements**

**PROJECT DESCRIPTION:**Grameen Bank Limited offers financial services to customer segments covering Large and Mid-Sized Corporates, MSME, Agriculture and Retail Businesses. The project was about developing an Online Banking Application that will help customers accessing their savings account, checking account, and credit card account via Internet at their own convenience. Further worked on developing the user interface through continual incorporation of feedback from customers.

**ROLES AND RESPONSIBILITIES:**

* Interacted with the customers and internal stakeholders to gather user requirements and their expectations from the system.
* Involved in analysing Business Requirements and developing System Specifications.
* Used **Rational Rose** to generate various **UML** Diagrams.
* Created **Business Objects** by referring to the company’s customer database and logically grouping different business components.
* Provided technical assistance in identifying, evaluating, and developing systems and procedures that were cost effective and met business requirements.
* Conducted regular status meetings with projects’ stakeholders, analyst team members, program manager and management team to identify and resolve issues.
* Developed PowerPoint presentations for monthly meetings with upper management.
* Participated in the development and preparation of the **Test Plan** with the testing team as well as ensuring testability, reliability, usability, maintainability and performance of the application using **LoadRunner.**
* Analysed monthly/quarterly performance against plans and forecast and recommended corrective actions.
* Involved in **incident reporting** and change and configuration management procedures using **Clear Case**.
* Organized **cross training** of team members and users to become more responsive.
* Ensured that the modifications suggested by the users were incorporated into the application.
* Formed a bridge between the **Project Manager** and different teams with effective presentations.

**ENVIRONMENT:**UML, Clear Case, MS Access, MS Office, ASP, SQL Server, Visual Studio, SDLC, LoadRunner.

**EDUCATION**

Bachelors of Electronics and Communications Engineering

**CERTIFICATION**

Scrum Master Accredited Certification

Bloomberg Essentials (BESS) Certified