**Sai Ram Reddy**

**480 273 8948**

**gayamsairamreddy@gmail.com**

**Summary:**

Successful experience in Strategic planning and product development. Effectively utilizes IT methodologies and tools to deliver technical and business solutions on time and within budget. Possesses strong analytical, team-working and multi-tasking skills and successfully organizes work in time. Flexible to adapt to all kinds of environment and learns quickly.

* Proficient in Technical and Business Analysis, Business Process Flow, Business Process Modeling, Business Writing and testing various methodologies.
* Expertise in Project Management i.e. Project Scoping, Planning, Estimating, Scheduling, Organizing, Directing, Controlling, Budgeting and Drafting Remedy Procedures.
* Experience in 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.
* Organized Joint Application developments (JAD), Joint Application Requirements sessions (JAR), Interviews and Requirement Elicitation sessions.
* Worked with Rational Suite of tools to create requirements documents (Requisite Pro), visual data models (Rose), manage and track defects (Clear Quest).
* In depth knowledge Rational Unified Process (RUP) methodology, Use Cases, Software Development Life Cycle (SDLC) processes, Object Oriented Analysis and Design (OOA/D).
* Competent in Creating Unified Modeling Language (UML) diagrams such as Use Case Diagrams, Activity Diagrams, Class Diagrams and Sequence Diagrams.
* Extensive experience in developing Use Cases, creating Screen Mockups, conducting Gap Analysis and Impact Analysis, SWOT analysis, Cost Benefit Analysis, Risk Analysis.
* Performed task decomposition, delegated tasks and monitored project milestones using MicrosoftSharePoint.
* Experience in development methodologies like RUP, SDLC, AGILE, SCRUM and Waterfall
* Facilitated Change Management across entire process from Project conceptualization to Testing through Project Delivery, Software Development and Implementation Management in diverse Business and Technical Environments.
* Proficient in many software packages including (but not limited to) MS Office (Word, PowerPoint, Excel), Visio, MS Project, SharePoint, Adobe, HTML, Dreamweaver, Camtasia and Captivate.
* Involved in Test Planning, Test Preparation, Test Execution, Issue Resolution and Report Generation to assure that all aspects of a Project are in Compliance with the Business Requirements.
* Strong experience in conducting User Acceptance Testing (UAT) and documentation of Test Cases. Expertise in designing and developing Test Plans and Test Scripts.
* Highly motivated team player with excellent Interpersonal and Customer Relational Skills, Proven Communication, Organizational, Analytical, Presentation Skills, and Leadership Qualities.

Identifying deficiencies in business systems.

Enterprise Resource Planning (ERP)

Navigating through organizational hierarchies.

Writing up engaging, informative and well-

organized presentations.

Highlighting risks and issues that could impact project delivery.

Can quickly understand business or technical issues.

Solid collaboration, facilitation, and negotiation skills

**Technical Skills:**

Operating Systems Redhat Enterprise Linux , Unix, Windows

Webservers / applications IIS, WebLogic, Adobe CQ, Apache Felix, VMware Process/ Model Tools

MS Office (Word, Excel, PowerPoint and Access), MS Visio, MicrosoftSharePoint, Rally tool, HP QC, Ariba, Emptoris (Spend Analysis), Mockflow, Remedy, Go deployment, UML, Use Case Diagrams, Sequence Diagrams, Activity Diagrams, Database MySQL, Sql, Scripting Shell scripting

Methodologies SDLC, Agile Development, SCRUM

Industry Standards Six Sigma, ITIL

**Employment History:**

**First Bank Financial Centre - Milwaukee, WI May 2015 – Till Date**

**Sr. IT Business Analyst/Financial Analyst**

**Responsibilities:**

* As a part of BA team, I am involved in different activities of product development.
* Interacted with the stakeholders, developers scrum masters to Gather Business requirements by interviewing Subject Matter Experts (SME) and end-users and facilitate JAD sessions to formulate Business Processes.
* Created User stories and validated them interacting with users and stakeholders.
* Organized JAD sessions with SMEs, Project Managers and clients to gather & analyze enhancements required for each conversion wave
* Author functional requirement documents with Microsoft Office; organize deliverables for information technology system engineering teams, collaborate publication of artifacts in MicrosoftSharePoint
* Generated reports using Version One for agile meetings. Developed cause and effect diagram, control chart, check sheet with quality analyst team.
* Key vendor stake holder as an SME and Business Analyst for large and complex implementations
* Worked closely with scrum master in planning and implementing modules and wireframe on account page, transfer & payment options and Western union money transfer.
* Carried out GAP analysis to study the current system and documented new changes and features that need to be added.
* Used Use Case diagrams during analysis to capture the requirements. Assisted in process modeling; conducted and participated in JAD sessions with system users. Helped with design walkthroughs with stakeholders for base lining architecture.
* Performed GAP and Risk analysis of existing system and evaluated benefits of new system. Assisted the development team with design and development of the application, provided usability metrics collected from user surveys and questionnaires.
* Created UML diagrams for business process of the company using Microsoft Visio and analyzed and documented the requirement in Microsoft Excel and generate reports for the general manager.
* Developed Business flow diagrams, Activity/State diagrams and Sequence diagrams so that the development team and other stake holders can understand the business process.
* Prepared User Requirements Document (URD), and Functional Requirements Document (FRD).
* Reviewed Test Plan, Test scenarios inventory and Test Cases to ensure that they meet the requirements.
* Created and documented rebuild initiatives for banking application with UX/UI designers.
* Identified the key sources of Master Data and mapped them to the newly designed model using MySQL.
* Mapped data for the ETL (Extract, transfer and load) process with SQL queries and wrote detailed specification for the ETL and Reports
* Created data model that includes conceptual, logical and physical data.
* Work with UX/UI designing team to finalize the basic model and prototype of the project.
* Worked closely with the QA Team to create Test Plans, Scenarios and test cases. Resolved found bugs with developers and clarified any ambiguities.
* Created User Acceptance Testing (UAT). Executed UAT test with internal, external users.
* Implemented the product to the customer and prepared for the production support with project teams.
* Assisted the technical team to document FAQs, manuals and online demo for the new functionalities and provided training to internal users.

**Environment:** Rational Rose, Agile, Quality Center, ERP, Quick Test Pro, VB Script, MicrosoftSharePoint, MS-Office, Rally, UAT, Java, SAS

**Northern Trust Bank, Chicago, IL Oct 2013 – Mar 2015**

**Business Analyst/Financial Analyst**

**Responsibilities:**

* Interviewed business stakeholders, performed JAD sessions - to capture business requirements.
* Responsible for managing BRD (Business Requirement Document) and ensuring version control is in-place. Closely worked with stakeholders during analysis phase on documenting project objectives, existing processes, stakeholders/org chart, assumptions/constraints, impact, functional requirements and non-functional requirements.
* Utilized Microsoft Sharepoint as collaboration tool and as a repository for training materials and project deliverables.
* Worked closely with SMEs to gather business requirements for committing and pricing platforms.
* Worked with different small retail departments and business users on identifying applications that are in-scope and out-of-scope for the project (in terms of integration)
* Worked on defining provisioning processes and work-flows
* Performed Business Process Mapping and performed AS IS and TO BE analysis
* Research and assist in the implementation and upgrade ERP, utilizing appropriate methodologies to develop the business requirements to support various work processes; perform and assist with user settings, data migration and implementation support
* Worked as a SME and UAT Lead to test many critical functional aspects of the application.
* Facilitate Walk-through sessions with Business, Developers and QA engineers for functional and non-functional requirements and get sign off.
* Closely worked with business users and QA team during UAT to ensure all test cases are completed successfully.
* Analysis of project dependencies & risks, Requirements & scope prioritization, Gap analysis, Microsoft SharePoint, Visio.
* Translating Business Requirements into detailed Functional Requirements and Designs that the technical developers use to develop products.
* Developing Functional Specification Documents, Use Cases, Impact Matrix, Process Diagrams, Traceability Matrices and other project level documentation as require.
* Created context and workflow models, information and business rule models, Use Case and Object Models during the analysis using Rational tools.

**Environment:** SDLC, Agile,Business Process Analysis, Technical Writing, Requirements Gathering, Documentation, Work Flow Diagrams, Microsoft Office, Visio, Excel, SharePoint, Outlook, Internet Explorer

**Black Knight Financial Services - Jacksonville, FL Feb 2012 – Sept 2013**

**Business Analyst/Systems**

**Responsibilities:**

* Analyst working with the business team, client, and development teams to document requirements for new software.
* Setup the Requirement gathering meetings with Business SMEs and Technical Team for inputs on a scheduled base to explicit the project is on track.
* Serves as an integral participant in the business process redesign and documentation as needed for new technology.
* Updates and maintains inter-organizational Microsoft SharePoint sites
* Conducted the GAP Analysis between the Current State & Future State Processes, analyzed the current issues, researched on the best practices and provided recommendation before the implementation process for new application
* Conducts data mapping and analysis, translating regulatory requirements into the Black Knight Financial Services system, such as MWS mapping.
* Researches business strategies and provide recommendations on best practices and changes in technology for mortgage and home equity servicing solutions.
* Negotiates agreements and commitments by facilitating communication between business and information technology from initial requirements to final implementation.
* Creates project artifacts as needed and conducts a variety of test cases to confirm the solution will meet the expectations of clients and stakeholders.
* Provides documentation for new technology or changes to existing technology to meet business and technical requirements.
* Educates internal clients and the information technology organization on enhanced functionality and provides support as needed.
* Analyzes operations to determine opportunities to automate processes and functions.

**Environment:** Microsoft Office Suite, Documentum, UAT, Agile, Windows NT/XP, Net Suite Oracle, SQL, SQL Server, Biztalk, Sybase, VBScript, Business Objects

**Bolt Digital Agency, New York, NY Feb 2010 – Nov 2011**

**Business Analyst**

**Responsibilities:**

* Created Testing Requirements Document (TRDs) and Test Case Scenarios to test functional changes to the system/application as per the project requirements.
* Created and tracked Adwords and social media campaigns
* Analyzed digital and campaign data
* Optimized and made adjustments on social media and Ad campaigns
* Analyzed site traffic and social media activities
* Designed e-commerce sitemaps and managed the ecommerce sites through Magmi, Magento, 3D-Cart, Amazon, etc.
* Involved with all the phases of Software Development Life Cycle (SDLC) methodologies throughout the project life cycle. Assisted project management with technical and support process development.
* Resolved issues with check printing, Crystal Reports, positive payment and Accounts matching functionality. Bring outsourced Net Suite support improve business processes.
* Visualized data and created daily/monthly reports
* Initiated marketing research in including competitor analysis, segmentation, targeting, etc
* Assisted client's reputation management
* Conducted ongoing qualitative and quantitative marketing research
* Collaborated on marketing strategies Worked as Track Lead for the Money Movement Platform. Responsibilities included creation and maintenance of Requirement Artifacts and maintenance of Issue tracker on the program management site through SharePoint and other collaboration tools.
* Created Use cases for the various functionalities of Deposit Products.
* Worked extensively on Rational Requisite Pro to create Requirements specification.
* Conducted training for new team member for the Project

**Environment:** MS Office Suite, MS Visio, SQL, Agile/Scrum, UAT, Agile, Net Suite HTML, XML, Mercury Quality Center, RUP, UML.