**Sharad Singh**

**Professional Experience:**

**Columbian Chemicals Company** **04/15/2015 – Present**

*Sr. Business Analyst*

* Gathered Business Requirements, analyzed data/workflows & performed GAP analysis.   Met with client groups to determine User Requirements and Goals, thus converting User Requirements into Business.
* Facilitated collection of Functional Requirements from system users, and prepared Business and Technical Requirement Specification documents.
* Analyzed business and technical requirements, thus creating the Business Use Case (BUC) and Application Use Case (AUC) documents.
* Utilized RUP (Rational Unified Process) to configure and develop processes, standards, procedures and to perform System analyses.
* Participated in meetings with the management team, the SME and the Fixed Income and Derivative Team.
* Assisted in Data File Definitions and Data mapping activities for the data gathered during the process of development and implementation.
* Documented the functional requirements document as well as the mapping sheets to build XML interfaces between Aladdin and SIM, flows to peripheral systems like Simcorp Dimension (SCD).
* ITSM/ServiceNow implementation program leadership and oversight resulting in the successful introduction of ITIL v.3-based practices for the Service Desk
* Implemented SOA to provide authorization model using RBAC principle and Restful web services.
* Used MS Visio to carry out the business modeling, data modeling, and object modeling efforts to develop the business architecture for rapid and controlled application development.
* Used Rational RequisitePro for overall Requirements Management and to build the Requirements Traceability Matrix.
* Documented approved change controls to add them into business design.
* Prepared Logical Process and Data Models that contained set of diagrams and supporting documents containing the essential business elements, detailed definitions, and descriptions of the relationships between the data elements to analyze and document Business Data Requirements.
* Prepared Business Object / Business Process Models that included modeling of all the activities of business from conceptual to procedural level.
* Developed Data Flow, Work Flow, Process Flow, and Entity Relationship Diagrams in MS Visio, and analyzed them to create “AS IS” and “TO BE” scenarios.
* Worked as an Interface between the users and the different teams involved in the application development for the better understanding of the business and IT processes.
* Maintained Project Glossary for the entire project team.
* Followed a structured approach to organize requirements into logical groupings of essential Business Processes, Business Rules, and Information Needs, thus ensuring that Critical Requirements are not missed.
* Followed the UML based methods using MS Visio to create Use Case, Activity/State Chart, Sequence, and Collaboration Diagrams.
* Resolving Remedy tickets through client interaction.
* Financial domain expertise in Equity Capital Market, Private Wealth Management,  Portfolio Construction and Asset Allocation and Management, Electronic Trading Platform, Cash Management & Trade Finance Services
* Oversight responsibility for implementation of ServiceNow ITSM platform, including development of configuration requirements
* Conducted JAD sessions to allow different stakeholders to communicate their perspectives with each other, resolve any issues and come to an agreement quickly.
* Worked with the Project Manager on various Project Management activities like Resource Planning, Resource Request, keeping track of Project Status, Deadlines, and Issues, Environment Request, and Compliance Issues.

**Environment:** Microsoft Visio, RUP, RBAC, ITSM, SQL Microsoft Excel, IDAM, REMEDY, Microsoft Word, Microsoft Access, Windows 2000 professional.

**Amazon.Com** **10/07/2013 – 03/21/2015**

*Financial Analyst II*

* Labor planning, maintaining metrics models and provide financial analysis to help identify cost reduction opportunities.
* Created multiple VBA and SQL based automated tools to help daily/weekly reporting. .
* Provide analytical support for facility costs and Collect / analyze quantitative data from the manufacturing process paths used in measuring site productivity.
* Participate in month end close, tracking/reporting of the employee variable compensation program, auditing invoices from temporary agency, and validating financial savings from Kaizen improvement projects.
* Communicate results to controller and other department leaders and maintain data integrity.
* Volunteered as nights Outbound Gift wrap Area Manager for 2013 peak at IND1.

**Environment:** Amazon Labor planning system, Sharepoint, VBA, MySQL, Microsoft Office Suite.

**Welspun Pipes Inc.** (World’s leading large diameter pipe manufacturing co.) **03/27/2008 – 10/04/2013**

*Business Analyst*

* Designed the business requirement collection approach based on the project scope and SDLC Methodology
* Data analysis/mapping/modeling reference data repository project to improve quality of credit risk exposure information across business units for a leading fixed income financial guarantor Focus was on designing the RDB, use cases requirements, activity, and class/data models.  Follow up included ETL rules modeling, workflow analysis, and SQL queries.
* Was involved with Treasury Module of SAP ECC 6.0 for the money Market, Foreign Exchange and Derivative
* Defined ETL SQL Server data cleansing rules to support feed consolidation and process modeling for integration with key firm application platforms.
* Built comparison Reports for Asset/Transaction Data. Worked with SMEs (Subject Matter Experts) to capture full gap analysis.
* Create Reporting Requirements for all Business Units related to Gaps
* Conducted joint application development (JAD) and requirements review sessions with the IT and QA group.
* Created XML schema for the xml file created by the Disclosure Systems and manually tested whether the XML file generated follows the Schema.
* Worked closely with the UI to model the screens, which met user defined requirements, organizational and regulatory standards.
* Responsible for the completion of projects within specified time and budget dealing with financials, project workflow, change management and dealing with vendor relationships.
* Developed strategies with Quality Assurance group to test the new features and products. Collaborated with Quality Assurance Analyst in JIRA to track defects and to maintain consistency in the builds.
* Performed Back end testing by querying database using TOAD.
* Identified and prioritized essential business requirements based on customer feedback.
* Generated the sequence, state chart, and activity diagrams to enable understanding and representation of the business processes for ease of software system development in Rational Unified Process (RUP)
* Managed credit exposure associated with the banks broad range of Foreign Exchange, Derivatives, and Treasury Management products.
* Gathered requirements from various user groups, author system specifications and communicated them to the client, development and testing teams.
* Co-authored documents for full life cycle research, development, and initial implementation of pricing models for credit derivatives to be used by the trading desks.
* Responsible for all business activities associated with each project's product deliverable, including building a better relationship and communication with the client as well as the development team.
* Management mentoring and staff training on ITSM/ITIL practices and utilization
* Instrumental in creating a formal release management process including templates for the requirements and testing documentation.
* Developed a work product review process for business team documentation and responsible for ensuring proper process implementation.
* Oversight responsibility for implementation of ServiceNow ITSM platform, including development of configuration requirements
* Analyzed complex problem scenarios to identify root cause and formulated permanent solutions.
* Developed comprehensive system test scenarios and scripts drawing from in-depth functional knowledge in the business area. Tested projects that range from small software defect corrections to large-scale enhancements or new business functions. Performed acceptance testing as well as defect tracking and reporting.

**Environment:** SAP ECC 6.0Requisite Pro, Agile, MS Visio, ITSM, MS Project Professional, Toad, CVS

**Veitsch Radex America** **06/04/2007 – 03/21/2008**

*Business Analyst*

* Conducted and analyzed business processes.
* As a Business Analyst, prepared departmental reports providing analytical framework related to the budget process.
* Analyzed, revised and created test plans according to business requirements.
* Writing Used cases and Activity Diagrams.
* Gathered requirements from the customers so that the existing website could be improved and it could include portfolio diversification for decreasing market risk and doing risk management.
* Involved in the meeting with Business process owners.
* Facilitated the customer in defining the high-level functional requirements and needs.
* Gathered the Requirements, Develop Process Model and detailed Business Policies and modified the business requirement document.
* Extensive experience in Gap Analysis.
* Involved in the Data Movement between Systems validated the Business Requirements.
* Wrote numerous test cases based on test strategies.
* Involved in Functionality and Regression testing during the various Phases of the development.
* Assessed potential risks and analyzed issues of importance with project managers.
* Validated the system end-to-end testing to meet the approved functional requirements.
* Experienced in providing fiscal and economic solutions through financial modeling and cost basis analysis.
* Analyzed project performance with the QA manager and implemented the changes if any with respect to raising the efficiency of the entire team. Conducted the final customer acceptance testing, system acceptance and end-to-end testing.

Environment: SAP ECC 6.0, Requisite Pro, Clear Quest, Agile, MS Visio, MS Project Professional

**PNC Bank** (Consultant for Prithvi Information Solutions) **05/08/2006 – 11/24/2006**

*Business Analyst Intern*, Treasury Management *08/01/2006 – 11/24/2006*

* Analyzed business requirements for PINACLE® Web to incorporate Operator Profiles for PFPC and other clients.
* Conducted Market Research and competition analysis for Event Notification processes of leading banks.
* Assisted in reviewing and creating a Style guide for PINACLE® Web.

*Business Analyst Intern*, Wealth Management *05/08/2006 – 07/31/2006*

* Executed test scripts for web-based automation of trust account coding and administrative reviews.
* Assisted in updating SQL based business rules for business process automation project.

**G-CAD Technologies Ltd., New Delhi, India 03/15/2003 – 05/31/2005**

A startup company that provided technological consultation and ran training institutes.

*Assistant Finance Manager 02/01/2004 – 05/31/2005*

* Time Bound administrative evaluation of key result areas of the team and prepare associated increment table.
* Assist in product and service pricing for new customers.
* Involved in a state level project to create Electoral Photo Identity Cards (EPICs) for over 600,000 voters.

*Engineer (Systems and Interpretation) 03/15/2003 – 01/24/2004*

* Assisted in development of pricing models for training services by combining quantitative and qualitative inputs.
* Provided assistance and interpreted satellite-relayed data for public and private sector organizations.
* Customer support on technical issues by forming a liaison between technical team and customers.

**Jubilant Organosys, Noida, India 09/1/1999 – 02/28/2002**

*Engineer Trainee*

* Assist in preparation of Material safety Data Sheets (MSDS).
* Assist in documenting various Active Pharmaceutical Ingredients (APIs) properties and uses.
* Assist in quality audits and maintain related records.

**Traxon (India), New Delhi, India Summer Intern 1998**

* Training with the Electronic Data Interchange (EDI) department.

**Skills**

* Hyperion and Essbase financial Management experience.
* SAP experience in FICO, MM, SD and PM modules.
* Business Requirements Analysis and testing.
* Statistical tools: SPSS, SAS and Crystal Ball Risk Analysis
* Financial Data Modeling and MS Office Suite. Knowledge of Macros and VBA Coding.
* Completed RABQSA certified ISO 9001:2008 Internal Auditor training.

**Education**

**Master of Business Administration 08/09/2005 – 04/27/2007**

Major: Information Systems. Joseph M. Katz GSB, University of Pittsburgh, USA.

**Bachelor of Technology 01/15/1996 – 06/26/1999**

Major: Electronics and Telecommunications. M.J.P Rohilkhand University - India