SAIRAM P. JONNALAGADDA 

**SUMMARY OF QUALIFICATIONS**

* Masters in Business Administration specializing in Finance.
* 3-4 years experience in a leading financial organization in various roles and responsibilities (HSBC).
* 2.5 years of ongoing experience as a Business Analyst in International Trade services for a leading Bank (RBS).
* Experience in data mining with the help of RDBMS using MS-Access and Oracle.
* Experience in Quality Assurance testing and documentation of Test cases for UAT and FAT.
* Experience in back-end Auditing.
* Experience in working in projects with deadlines.
* Experience in working in and handling teams in a target driven environment.
* Experience in providing quality support and excellent problem solving and analytical skills.
* Ability to multi-task under pressure.
* Ability to learn, apply and transfer new concepts quickly and efficiently.

**WORK EXPERIENCE**

**Citigroup, Elk Grove Village, Illinois**

Jan 2013 – Present

Business Analyst (Consultant)

* Working and managing various analytical and MIS projects related to the Citi global risk division for the retail credit cards.
* Analyzing the TPRs sent from various Citi retail cards portfolio teams and preparing detailed BRDs to help developers write the code for business reporting.
* Working with the business SMEs to clarify reporting requirements and identify the data elements needed and creating data mapping documents.
* Analyze data from different data sources such as First Data (FDR) that are converted into SAS data sets by the ETL team.
* Analyze queries and perform code and data validation prior to approving deployment of the code in production.
* Analyze data using SAS.
* Execute test cases and raise any defects using HP Quality center.
* Prepare procedural documentation to facilitate any future transition processes.

**Health Care Service Corporation-Chicago, Illinois** (Blue Cross Blue Shield)

Dec 2010 – Jan 2013

*Medicare Data Analyst*

* Responsible for building the Star rating application for Medicare Advantage and Medicare Part D products.
* Provided risk adjustment, enrollment and various other financial analysis for Medicare plans.
* Worked with IT department to ensure data pertaining to Medicare was migrated to EDW (Enterprise Data Warehouse).
* Loaded data from Facets to SAS for various analytical projects.
* Analyzed documentation provided by CMS with regards to standards and procedures and converted them to tech specifications or use cases for business implementation

*Development Analyst III (Business Analyst/Data Analyst)*

* Responsible for coordinating, analyzing and supporting process improvement efforts in the enterprise to reach performance targets or enhance business practices.
* Facilitating, analyzing and/or documenting business processes and providing advanced-level coding, analytics, data mining of enterprise data utilizing tools such as SQL Server, Cognos or Access to assist with the decision-making process.
* Work closely with Member and Provider Service areas of HCSC to collect/define requirements associated with operational efficiency of groups supporting various portfolios and accounts within the enterprise and translate them into functional design documents for business and reporting purposes.
* Work with IT regularly and provide them with the business criteria to build stored procedures in SQL server to facilitate the smooth data access while building SQL queries using the business logic.
* Currently working with the application development team to integrate the various data sources for support groups like Inquiry, Claims and Quality.
* Responsible for building, maintaining and scheduling of all the Cognos reports that are sent out to customers.
* Provide business and technical recommendations or solutions for assigned projects.
* Presenting information to small or large groups and preparing documents such as requirement analysis, written presentations, and executive summaries.
* Working on the SWAT and SDG project that includes creating reporting structure for the sales and marketing teams to enable them to track their progress on their targets and implementation dates
* Use VBA to link various back end systems for claims and Inquiry to automate the reporting process.

**RBS (ABNAMRO), Chicago,** **Illinois**

May 2008 – Dec 2010

*Business Analyst/Data Analyst (Consultant)*

**Data Analysis**

* Data gathering: Communicating with various departments across various channels and collecting business related volumes and data by running complex SQL queries.
* Data Storing/ Filing: Storing available data under MS-Access databases and monitoring to ensure the storage-capacity does not exceed by monitoring and creating backups.
* Data Analysis: Analyzing the data available on-hand by comparing previous trends with current trends and create a monthly metrics document. Monitoring the data across all products and providing the relevant data to the product managers.
* Communication: Providing relevant comments and data for the monthly internal and external newsletter.

**Data Centre Move Migration**

* Project Description: With the RBS merger, the data centre is being migrated from Chicago to Edinburgh.
* Roles and Responsibilities: Writing and executing test cases and logging any defects in Test Director.
* Processing related trade transactions in Global Trade Platform and ensure the free flow of transactions.
* Setting up and attending meetings with I.T., Business Analysts, Developers and Project Managers to ensure any defects pending are resolved to ensure the smooth transition of the new data centre.
* Providing Business Related Documents (BRD) to Test analysts and Testers offshore.

**Maxtrad.com**

* Project Description: Maxtrad.com is a trade portal owned by ABN AMRO, which facilitates international trade for ABN customers.
* Roles and Responsibilities: Collected relevant data for the product to prepare business related documents.
* Prepared the stock talking and variant analysis report to facilitate the preparation of the test plan.
* Provided signoff after going through the Business test cases.
* Executed the Test cases in all the testing environments and also in production.
* Set up meetings with developers and product managers to understand the requirements and resolve defects in Test Director.

**Auditing**

* Involved in monthly database audits in production as well as test environments to ensure compliance.
* Monitoring the data and ensuring addition or deletion of any generic data that has been found in the production environment.

**HSBC**

October 2004 - April 2008

*BAU Trainer*

* Job Description: Worked as a Migration Analyst/Process trainer for Consumer Lending collections and ROTCU (Retail Collections Unit).
* Roles and Responsibilities: Organized/Set up Systems and Logistics.
* Provided training in concepts like Money Laundering and DPA (Data Protection Act).
* Set up meetings with the business area in the U.K. and U.S.A. to discuss and formulate business strategies.
* Involved in the Testing of the migration of a new system interface for the call center collections team.
* Prepared daily reports and metrics to be organized and sent to the business area.
* Conducted daily Compliance auditing.
* **Achievement:** Earned Superstar award for achieving business excellence (June 2007).

**TECHNICAL SKILLS**

* Operating Systems: Windows XP, Windows 2000, Mac
* Languages: SQL/PLSQL, HTML
* RDBMS: MS-Access, Oracle databases, SQL Server, Teradata, Cognos, SAS
* Testing Utilities: Test Director, Quality Center

**EDUCATION**

* M.B.A. in Finance, Andhra University (India), June 2003
* B.Com. in Computer Science, Osmania University (India), June 2001