**HR QUESTIONS**

1. Tell me about yourself and your journey that led you to apply for this Business Analyst position

ANS:

**I’m Sharon Cheethayil Sasidharan, and I recently completed my Master’s in IT, focusing on Software Engineering. During my studies, I gained hands-on experience as a Business Analyst at Neural Lab, where I worked on AI solutions for airport logistics. That role helped me develop skills in breaking down complex problems and collaborating with global teams.**

**I’ve always been drawn to how technology can solve real business problems, which is why I’m passionate about Business Analysis. My participation in the Schneider Electric Go Green Challenge really cemented this for me—I worked with industry experts to create a business case for a sustainable building project and successfully pitched it. That experience showed me how much I enjoy creating business solutions that make an impact.**

**While I’m well-prepared for a Business Analyst role, I’m also open to any IT-related positions where I can apply my skills and contribute meaningfully. With certifications like PRINCE2® Foundation and Business Process Mapping, I’m ready to make an impact in this role or any IT opportunity.**

2. What attracted you to this role at our company, and how does it align with your career goals?

**What really attracted me to the Business Analyst role is the opportunity to bridge the gap between technology and business. I love the idea of using data, analysis, and communication to solve real-world business problems and help teams work more efficiently. In my previous experiences, I’ve enjoyed working with stakeholders, understanding their needs, and translating those into actionable solutions. This role is a perfect fit for that.**

**As for my career goals, I’ve always wanted to be in a position where I can make a direct impact on both business outcomes and technology. Business analysis allows me to do exactly that—by identifying areas of improvement, streamlining processes, and helping businesses adapt to new challenges. The mix of strategy, problem-solving, and communication is what excites me about this role, and it aligns perfectly with where I see my career heading.”**

3.Describe a time when you had to work under pressure to meet a deadline. How did you manage it?

**During my internship at Neural Lab, I faced a situation where I had to manage two important things at the same time. I was part of the Business Analyst team, and we had to present a deployment plan for an AI solution in airport logistics. At the same time, I had the chance to attend the Schneider Electric Innovation Summit in France, which was a great opportunity.**

**Even though I was excited about the summit, I knew I couldn’t fall behind on the deployment plan. What really helped me get through this was staying organized and focused on what needed to be done. I made a plan to work at night after the summit events, kept in close contact with my team back home, and broke down the tasks step by step. It wasn’t easy, but having clear priorities and good communication with my team helped me manage both responsibilities.**

**In the end, we presented the plan successfully, and I was able to answer all the questions from the team, which felt really rewarding. This experience taught me that with good planning, focus, and teamwork, I can handle pressure and balance multiple tasks, even when things get tough**

4.How do you prioritize multiple tasks when managing different projects simultaneously?

**When managing multiple tasks or projects, I prioritize by first understanding the deadlines and the importance of each task. I like to break down larger projects into smaller, more manageable tasks, and then I create a schedule or to-do list to stay organized. I also communicate with my team to make sure we’re all aligned on priorities and expectations.**

**For example, during my internship at Neural Lab, I had to manage my daily tasks while also working on a critical deployment plan as part of a team. At the same time, I was preparing for the Schneider Electric Innovation Summit in France. To stay on top of everything, I created a detailed plan, set deadlines for myself, and worked on the most urgent tasks during the day while completing my regular internship tasks at night. By keeping everything organized and clearly prioritizing tasks based on deadlines and importance, I was able to manage both responsibilities successfully without falling behind.**

5. Can you give an example of a situation where you had to navigate a conflict within a team? How did you resolve it?

**During my time as a Front-End Developer at Kaddum Industry, there was a situation where our team had differing opinions on the design direction for a web application. One group wanted to focus on adding more features, while the other wanted to prioritize improving the user experience with a simpler, cleaner interface. This caused a bit of friction between the two groups, as each believed their approach was more important for the success of the project.**

**To help resolve the conflict, I suggested we step back and gather some data to guide our decision. We decided to conduct a quick user survey to understand what was most important to the end users. Based on that feedback, we found that users preferred a simpler, more intuitive interface over additional features. This allowed us to come to a consensus, and the team shifted focus towards improving the user experience while keeping essential features intact.**

**By encouraging open communication and basing our decisions on data, we were able to resolve the conflict and move forward with a clear, unified approach. This experience taught me the value of listening to all perspectives and using data to guide decisions, especially in team settings.**

6. What motivates you to perform well in a job, and how do you stay engaged with your work?

**What really motivates me is knowing that my work is making a difference—whether it's improving a process, solving a problem, or helping the team achieve its goals. I also love learning new things, which keeps me excited and motivated to do my best.**

**To stay engaged, I set small goals for myself so I can track progress and feel accomplished along the way. Regular meetings with the development teams also help me stay connected and focused. These meetings show me how my work fits into the bigger picture and keep me involved in the team’s success.**

**For example, during my internship at Neural Lab, I had regular meetings with the development team. This helped me stay on top of the project, learn from others, and stay motivated because I could see the impact of my work as part of a bigger effort.**

7. Tell me about a time when you had to adapt quickly to a change at work. How did you handle it?

**During my internship at Neural Lab, we were working on an AI solution for airport logistics when the client suddenly asked us to integrate their existing driver’s app into the system. After looking into it, we realized the app was too complex and wouldn’t integrate well with our AI. This required us to adapt quickly and come up with a new solution.**

**Instead of trying to force the existing app into the system, we decided it would be better to develop a new mobile app that could be easily integrated. We held meetings with the drivers to understand the issues they had with the current app and what they needed from a new one. This helped us design a solution that worked better for them and was easier to integrate with our system.**

**This experience taught me how important it is to stay flexible and open to change. By focusing on finding the best solution instead of sticking to the original plan, we were able to adapt quickly and deliver a better result.**

8.How would your colleagues describe your leadership and communication style?

**My colleagues would describe my leadership style as collaborative and supportive. I always encourage teamwork and make sure everyone’s ideas are heard. I’m also comfortable making decisions when needed.**

**In terms of communication, I focus on being clear and open. I make sure everyone has the right information and check in regularly to avoid confusion. During my time at Neural Lab, I had regular meetings with the team to keep everyone on the same page and adjust when needed**

Can you share an example of a time when you went above and beyond your regular responsibilities to achieve success?

**During my internship at Neural Lab, we were tasked with creating an AI solution for airport logistics. Midway through the project, the client requested that we integrate their existing driver’s app into the system. This wasn’t part of my initial responsibilities, but I took it upon myself to help find the best approach. After realizing the existing app was too complex, I worked with the team to propose creating a new app instead, which would be easier to integrate.**

**I even arranged meetings with the drivers to understand their issues with the old app and gather feedback on what they wanted from the new one. This extra effort helped us develop a much better solution that met both the client’s needs and the drivers’ expectations, and it was well-received by everyone involved.**

10. How do you stay current with industry trends and new skills that are relevant to your role?

**I stay current by regularly following industry news, attending webinars, and taking online courses. I also subscribe to relevant blogs, follow thought leaders on platforms like LinkedIn, and participate in professional groups to stay connected with what’s happening in the field.**

**For example, I’ve completed several certifications, such as PRINCE2® Foundation and Business Process Mapping, to keep my skills sharp. I also make sure to stay updated on new technologies and tools, like AI and data analysis, which are key to my role as a Business Analyst.**

11. Where do you see yourself in next 5 years?

**In five years, I see myself as an experienced Business Analyst, having worked on a variety of projects that have helped me grow both technically and strategically. I hope to be in a leadership role, guiding teams and driving impactful business solutions. I also plan to continue learning and staying updated on new technologies, so I can bring innovative ideas to the table. Ultimately, I want to be in a position where I can make a real difference in how businesses use technology to solve problems.**

**Technical Questions:**

1. **Can you explain how you used Vue.js in your project at Kaddum Industry?**
   * *Answer*: At Kaddum Industry, I worked on building the front end of a web application using Vue.js. My main job was to create a user-friendly interface that worked smoothly. I developed reusable components to make the development process more efficient and tested the app to make sure there were no bugs. I also worked closely with my team to ensure the design fit the project goals and improved the overall user experience.
2. **How did you apply Microsoft Power BI in your role at Neural Lab?**
   * *Answer*: At Neural Lab, I used Microsoft Power BI to turn complex data from our AI system into simple, easy-to-read dashboards. These dashboards showed key information like how many bags were handled and how much time we saved with automation. This made it easier for decision-makers to spot trends and improve the process. I worked with both the team and the client to make sure the reports were clear and gave them the information they needed.
3. **Can you describe your experience with Agile methodologies in your internship?**
   * *Answer*: During my internship at Neural Lab, I was involved in the Agile process. I attended daily stand-up meetings, helped plan sprints, and participated in retrospectives. As a Business Analyst, I was responsible for writing user stories to make sure the development team knew exactly what was needed. For example, when we needed to add a new mobile app for drivers, I helped adjust the plan so that we could meet the new project requirements without delays.
4. **How did you use Python during your internship or education?**
   * *Answer*: I used Python during my studies and at Neural Lab. In one project, I used Python to clean and analyze data from IoT sensors. This helped us find patterns and make better decisions. At Neural Lab, I used Python to automate tasks like pulling data from different systems and generating reports, which saved a lot of time and reduced manual work.

**Business Analyst-Specific Questions:**

1. **What business analysis tasks did you perform at Neural Lab?**
   * *Answer*: At Neural Lab, I was responsible for gathering requirements from stakeholders and turning them into clear action plans. I created use case diagrams to show how the system should work and wrote detailed user stories for the development team. I also mapped out workflows to spot gaps and improve efficiency. My goal was to make sure that the client and the team understood the project clearly and were on the same page.
2. **How did you handle changes in project requirements during your internship?**
   * *Answer*: One time, the client asked us to integrate their existing driver’s app into the AI system we were building. After looking at the app, we realized it was too complicated to fit into our system. I worked with the team to propose a new solution—building a new app that would better suit the AI system. We also met with the drivers to understand their needs, which helped us design a better solution. We then adjusted our project plan to meet the new requirements.
3. **Can you give an example of how you improved a business process?**
   * *Answer*: At Neural Lab, I worked on a project that involved streamlining the process for managing airport baggage transfers, which was previously handled manually and often led to delays and errors. I collaborated with the team to implement an AI-driven system that automated decision-making and provided real-time insights through a dashboard.

This automation reduced the number of mishandled bags, improved resource allocation, and significantly reduced processing time. By leveraging AI, we were able to make the entire process more efficient and cost-effective, directly improving overall airport operations and the passenger experience.

1. **What tools did you use to communicate and collaborate with teams during projects?**
   * *Answer*: At Neural Lab, we used tools like Slack and Microsoft Teams to stay in touch with the team, especially since we worked across different time zones. We also used JIRA to track tasks and manage project requirements. For tracking timelines and progress, we used Microsoft Project, which helped us keep the project on schedule even when things changed.

**Additional Technical Questions:**

1. **How did you use MySQL during your internship or studies?**
   * *Answer*: During my studies, I used MySQL for managing large datasets. I wrote queries to extract data and analyzed it to find useful information. For example, in one project, I created a database to track the usage of IoT devices, which helped us see trends over time and make better decisions about how to manage those devices.
2. **Can you explain a situation where you applied project management skills?**
   * *Answer*: At Neural Lab, I helped with project management during our sprints. I made sure the user stories were ready for development and aligned with the project’s overall goals. I tracked progress using JIRA and worked with the team to resolve any issues quickly to avoid delays. This experience helped me develop my organizational skills and ability to manage multiple priorities.