

## Arjun Mukherjee

Kolkata, West Bengal

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## Professional Summary

Detail-oriented Business Analyst with 3+ years of experience in requirement gathering, data analysis, and stakeholder management. Skilled at translating business needs into technical solutions and driving project success. Passionate about leveraging analytics to help businesses grow and improve efficiency. Seeking to contribute to SentientGeeks' innovative projects in a full-time role.

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## Skills

- Requirement Gathering & Documentation
  - Business Process Analysis
  - Stakeholder Communication
  - Data Analysis & Reporting
  - Use Case & Workflow Development
  - Tools: MS Excel, PowerPoint, JIRA, Confluence, Power BI
  - Agile & Waterfall Methodologies
  - Market & Competitor Research
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## Professional Experience

### Business Analyst

TechSolutions Pvt Ltd, Kolkata — July 2021 to Present

- Gathered and analyzed business requirements from stakeholders, ensuring alignment with strategic goals.
- Created detailed functional specifications and workflows for development teams.
- Conducted competitor analysis and generated reports to inform business decisions.
- Coordinated with cross-functional teams to ensure timely delivery of software projects.
- Developed dashboards for senior management, tracking key performance indicators.
- Recommended process improvements that enhanced operational efficiency by 15%.

### Junior Business Analyst

InfoServe Technologies, Kolkata — Aug 2019 to June 2021

- Assisted senior analysts in documenting business requirements and user stories.
- Participated in sprint planning and daily stand-ups within Agile teams.
- Supported data collection and report generation for project stakeholders.

- Collaborated with QA teams to ensure product quality and requirement compliance.
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## **Education**

Bachelor of Commerce (B.Com)  
University of Calcutta, Kolkata — 2019

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## **Certifications**

- Certified Business Analysis Professional (CBAP) — 2023
  - Agile Certified Practitioner (PMI-ACP) — 2022
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## **Languages**

- English (Fluent)
- Bengali (Native)