**Sabbarapu Sharon Namitha**

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**CORE COMPETENCIES**

* Business Analysis Planning and Monitoring.
* Elicitation and Collaboration.
* Requirement Life cycle Management.
* Requirement Analysis and Design Definition.
* Strategy Analysis
* Solution Evaluation
* Stakeholder management
* Project management

**TECHNICAL SKILLS**

* Documentation Tools: MS Suite.
* Prototyping & Wire frames Tools: Axure & Balsamiq
* Modeling Tools: MS Visio, Draw.io.
* Database: SQL
* Project Management tool: - JIRA
* Reporting Tools: Power BI, & Tableau.

**EDUCATION**

Vishwa Vishwani Institute of Systems and Management | PGDM 2022-24

Major: Marketing | Minor: Business Analytics – CGPA - 3.49

**CERTIFICATION**

Certified IT – Business Analyst IIBA [EEP]

Completed a certification course on “Management Principles”- Udemy.

**AWARDS AND ACHEIVEMENTS**

* At the "Recent Trends in Pharmaceutical Research" International E-Conference in India, I received first prize in the E-Poster category for my presentation on "HYPERTROPHIC CARDIOMYOPATHY."
* HMA Office Bearer (2023-24) – Joint Secretary.

**SOFT SKILLS**

* Teamwork and Collaboration
* Adaptability
* Communication Skills
* Problem-Solving Skills

**LANGUAGE**English, Telugu, Hindi

**CAREER OBJECTIVE**

Aspiring Business Analyst with practical project expertise in Waterfall and Agile methodologies, solid academic background in marketing and business analytics; Eager to contributing creative business solutions and promote organizational progress.

**PROFILE SUMMARY**

* In-depth knowledge of **SDLC** in various phases (i.e. waterfall & agile)
* Proficient in Waterfall Model: Gathered requirements using Elicitation Techniques and prepared **BRD, FRD, SRS** prepared **RACI Matrix, BCD**, created **UML** Diagrams and Prototypes and requirements tracking through **RTM** well versed with **UAT** handling Change Request.
* Expert in Agile Scrum: Creation of user stories and Added Acceptance Criteria, **BV & CP**, Sprint & Product Backlogs conducted various Sprint Meetings; Sprint & Product Burndown charts ensured **DOR** and **DOD** checklist.

**PROJECTS**

**Project 1:** **Customer Relationship Management | Agile   
Project Description:**  
The goal of the CRM project is to create a central platform that brings together all customer data, automates processes, and gives teams useful information that can be used to improve their interactions with customers and work more efficiently.

**Responsibilities:**

* Interacted with the stakeholders and gathered requirements by using various **elicitation techniques**.
* Created user stories with appropriate acceptance criteria with the assistance of the Product Owner. Added **user stories** into **product backlog** using the **JIRA** tool.
* Prioritized and validated the requirements using **Moscow** and **FURPS** technique, added **user stories** to **sprint backlog** based on prioritization order.
* Collaborated with Product Owner and Scrum Master for **BV** and **CP**. and assisted the Product Owner for the creation of **DOR** and **DOD** checklist.
* Participated in **sprint ceremonies** to remove **road blocks** in the project.
* Generated **Sprint, Product Burn down/Burn up charts** to track the project progress.
* Participated in product planning and **UAT** to successfully deliver each sprint component.

**Project II: Comprehensive Placement Drive Management | Waterfall**

**Project Description**:

The Placement Drive Management system streamlines campus recruiting by integrating students, colleges, and recruiters on a single platform, streamlining registration, resume screening, interviews, and placement tracking.

**Responsibilities:**

* Business Case Document Creation and Stakeholder Analysis.
* Collaborated with senior BA for Business Case Document, Stakeholder Analysis, and **RACI Matrix**.
* Utilized Elicitation Techniques for Business Needs Document (BRD).
* Translated **BRD** to Functional Requirements Document (FRD) and SRS document.
* Developed **UML diagrams, wireframes** for requirements and maintained **RTM** throughout project.
* Prepared Test Case Scenarios for successful **UAT.**

**EXPERIENCE**

**BMW KUN EXCLUSIVE | TRAINEE SALES CONSULTANT Feb 2024 – July 2024**

Improved customer satisfaction through personalized service and relationship management | Boosted revenue through effective sales strategies and upselling. **|** Developed expertise in client relationship management, sales negotiation, and product presentations.

**Ncoldpressed | MARKETING INTERN May 2023- July 2023**

Conducted market research on consumer trends to inform marketing initiatives. **|** Engaged in outbound sales calls to promote and sell Ncoldpressed’s products to potential clients.