**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.