JAYANT NANOTKAR

BUSINESS ANAYST

- 7020412965
- jayantnanotkar924@gmail.com
- linkedin.com/in/jayant-nanotkar-14206a1b9

PROFILE

I am a motivated and detail-oriented professional skilled in business analysis and process improvement. My experience includes working with clients to gather requirements, analyze data, and develop solutions that drive organizational success. I thrive on managing data efficiently and providing key insights. I am eager to leverage my abilities to contribute to business growth and improve decision-making

EDUCATION

2020 - 2022
PUNE UNIVERSITY
- Master of Business Administration (MBA)

2019 - 2016
AMRAVATI UNIVERSITY
- Bachelors of Commerce

WORK EXPERIENCE

06/2023 - 06/2024
Liquiloans pvt.ltd
Customer Relationship Manager

- 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.
- Coordinated daily communication with existing investors, ensuring smooth interactions and addressing their queries.
- Maintained and managed a detailed investor database for smooth communication.

CORE COMPETENCES

- 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.

04/2023 -05/ 2024

Veracity Software PVT.LTD>

Bench Sales Recruiter

- I·Conducted Enterprise Analysis and under the assistance of a senior BA in creating a Business Case Document, conducted Stakeholder Analysis, and prepared RACI Matrix.
- ·Gathered requirements from business heads using Elicitation Techniques and created a Business Requirements Document (BRD).
- ·Translated BRD into Functional Requirements Document (FRD), Collaborated with the technical team, and prepared SRS Document.
- ·Created UML diagrams and wireframes to visually represent requirements using MS Visio, Balsamiq, and Axure.
- ·Created and maintained RTM throughout the project.
- ·Assisted in Testing Team by preparing Test Case Scenarios and ensured the UAT was successful.
- Identified, sourced, and matched candidate profiles to client requirements.
- Strong relationship with Client/Partners and consistent track record of arching business from them.
- Acted as a liaison between clients and candidates for interviews and feedback

11/2022 - 01/2023

OM Logistics

Intern

- Successfully completed the Advanced Summer Internship Program (ASIP) at OM Logistics Ltd., Haryana, gaining hands-on experience in HR operations, including vendor management, training coordination, candidate interviewing, and profile shortlisting, while enhancing practical knowledge of core HR functions.