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| **Monika Malpe**  **Contact:**  Email:  [**Monika.malpe@gmail.com**](mailto:Monika.malpe@gmail.com)  Contact Number:  +91 8928508507  **Core Competencies:**   * Business analyst * Requirement Life Cycle management * Elicitation and collaboration * Enterprise analysis * Solution evaluation   **Soft Skill:**   * Communication * Leadership * Team work * Time Management * Problem solving * Adaptability   **Technical Skills:**   * Documentation Tools : MS Office, Confluence * Modelling tools: MS Visio 2007 * Prototyping tools: Azure RP Pro 7.0 and Balsemiq * Database: MySQL * Visualization tools : Power BI, Tableau * Project management tool: JIRA   **Certification:**   * Certified Business Analyst from COEPD (IIBA-EEP)   **Education:**  B. Tech (2013) LIT Nagpur with 1st class  HSC (2009) MSB, Jarud with 1st class  SSC (2007) MSB, Loni with 1st class |  | **Career OBJECTIVE:**  Motivated, dedicated and detail-oriented individual with a strong interest in business operations and problem solving.  Aspiring to secure Business analyst role where I can contribute to organizational growth while gaining hands-on experience.   * Experience in preparing the **BRD (Business Requirement Document)** and **FRD** * In depth knowledge of various phases of SDLC (Waterfall and Agile scrum * Skilled in **Elicitation techniques**, gathering and documenting requirements * Highly proficient in preparing **Process Flow Diagrams** and modelling the requirements using Use Case Diagrams. * Collaborated with Development Team and Business Team in translating the Business requirements into User Stories * Proficient in all phases of the solution Customization process involving business requirements study and problem identification, GAP Analysis and customization finalization, **Change Management and Implementation, UAT** and Support. * Data analyzation using SQL and Visualization using Power BI and Tableau.   **Profile Summary:**  Project Name ERP for SCM Methodology Agile  Role Business analyst Tools worked JIRA, SCRUM, on SQL, Power BI,  Tableau   * Software Life Cycle Development (SDLC) with successful hands-on Waterfall methodology * Responsible for BRD and FRD with Respect to the New Functionality * Identification of stakeholders and elicit the requirements from stakeholders using Elicitation techniques and business requirements initiation * Responsible for understanding the business process flow, modelling requirements using UCDs and prototyping in addressing solution requirements. * Co-ordination between Project team and business team across all phases. * Facilitated team for End-to-End implementation of Quality Control Application   Project Name Quality Control Methodology Waterfall  Role Business analyst Tools worked SQL, Power BI on Tableau  **Key Expectations:**   * Identify and manage different stakeholders involved in project for Creating Product Backlog and in implementation. * Responsible for addressing requirement analysis and design requirements and evaluating the solution. * Assisted the PO in creating the product backlog and moving to Sprint Backlog based on prioritization * Collaborated with development team and Business team in translating business requirements into User Stories. * Arranged and attended Sprint planning meeting, Sprint Review meeting, retrospective meeting and product grooming meeting. * Actively participated by collaborating with Enkei SCM team in performing GAP analysis, SWOT analysis, Decision analysis in the End-to-End implementation of ERP SCM application. |
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