GIRJESH JHA
BUSINESS ANALYST

CONTACT

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📍 Wakad,pune

CORE COMPETENCES

•Business Analysis Planning and Monitoring.

•Elicitation and Collaboration.

•Requirement Life cycle Management.

•Requirement Analysis and Design Definition.

•Strategy Analysis

•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.
•Javascript
•Python

EDUCATION

PUNE UNIVERSITY   2017 - 2020

Bachelor's in computer Application

SOFT SKILL

•Analytical Thinking
•Problem-Solving
•Communication Skills
•Adaptability and Flexibility
•Interpersonal Skills
•Presentation Skills

CERTIFICATES

Certified IT – Business Analyst IIBA [COEPD]

Web Development - [Udemy]

Power Bi - [Techtip24]

CAREER OBJECT

Enthusiastic and detail-oriented professional eager to begin a career as a Business Analyst. Equipped with foundational knowledge of requirement analysis, stakeholder engagement, and Agile methodologies

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
•Passionate and highly motivated computer science graduate with a solid foundation in programming languages such as **Python, Javascript**, and **C++**. Skilled in problem-solving and eager to develop technical skills in a real-world setting

Project 1 |Agile|

LMS Implementation Project

● Led LMS Project: Designed and implemented a Lead Management System to enhance lead capture, scoring, and assignment.
● Agile Implementation: Managed sprint planning, backlog prioritization, and daily stand-ups, ensuring timely delivery of each sprint.

Responsiblites

•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.

Project 2 |Waterfall|

CRM Implementation

- Conducted stakeholder interviews and gathered requirements using the MoSCoW prioritization technique.
- Developed and validated use case and activity diagrams, as well as created a detailed use case specification document.
- Utilized FURPS to validate requirements, ensuring functional, usability, reliability, performance, and supportability standards were met.

Responsiblites

- 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.
- Supported the development and execution of **digital marketing campaigns**, including **social media** content creation and **email marketing.**

E X P E R I E N C E

Pericles Ventures, Pune—Research Analyst
March2024-sep 2024

- Data Collection and Analysis: Conducted comprehensive research and analysis using various methodologies, including statistical techniques and qualitative approaches, to gather and interpret complex data sets
- Reporting and Presentation: Compiled detailed reports and presented findings to stakeholders, utilizing data visualization tools to communicate insights effectively and support strategic decisionmaking.

Pwc ,Remote —Data analyst intern
Nov2023- Dec2023

Analyze e-commerce sales data, customer behavior, and product trends.
Assist in optimizing product recommendations and personalization strategies.
Work with the supply chain team to improve inventory management through data analysis

TATA GROUP , Remote —Data analyst intern
Oct2023 - Nov2023

Create visuals like graphs, charts, and dashboards using tools like Tableau, Power BI, or Google Data Studio. Present complex data in a way that's easy for non-technical teams to understand.

KPMG , Remote — Data analyst intern
Aug2023 - Sep2023

Gather and collect data from various sources. Clean and preprocess data to ensure accuracy and completeness.
Assist in analyzing large datasets to extract meaningful insights. Use statistical methods and tools to identify trends and patterns in the data.

Brandstrate solutions , pune — Web developer
Aug2022 - Dec2022

Building the structure, layout, and interactivity of websites using frontend technologies like HTML for structure, CSS for styling, and JavaScript for interactivity. Responsive Design: Ensuring that websites and applications work seamlessly across various devices and screen sizes.