

Bishal Das

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Career Objective

Results-driven professional with 3 years of experience in sales and marketing, including 1.5 years as a Business Analyst, skilled in gathering and analyzing business requirements, creating BRD and SRS documents, and delivering stakeholder-aligned solutions. Proficient in Agile and Waterfall methodologies, with expertise in UML diagrams, wireframes, and prototypes. Adept at cross-functional collaboration, change request management, and supporting UAT for successful project delivery.

Profile Summary

- In-depth knowledge of **SDLC** in various phases (**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.
 - 1.6 years of extensive experience in the real estate including roles such as Executive, Assistant Sales Manager (Closing).
 - Proven expertise in driving property sales, managing client relationships, and leading sales teams to achieve and exceed revenue targets.
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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

PROFESSIONAL WORK EXPERIENCE

Company name :- Supratik Infraventures

2024 April - Present

Designation: Sales & Marketing Manager

Project 1:- Lead Management Software

Agile

Project Description :- The Lead Management Software project aims to create a user-friendly platform for capturing, tracking, and converting leads into customers, enhancing efficiency and collaboration for Supratik Infraventures' sales and marketing teams. Delivered using Agile methodologies, it ensures iterative development and adapts to evolving business needs with regular stakeholder feedback.

Role:- BA

Responsibilities:-

- Gathered and analyzed business requirements, documenting them in **BRD** and **SRS**, and created **UML diagrams, wireframes, and prototypes to model workflows**.
- Effectively communicated requirements to development teams through walkthroughs, managed **Change Requests** (CRs), and collaborated during sprints to clarify requirements.
- Supported QA by assisting in test case preparation and coordinated **User Acceptance Testing (UAT)** to ensure alignment with client expectations.
- Facilitated **stakeholder interactions, sprint reviews, and backlog refinement, incorporating feedback into deliverables and maintaining updated documentation**.
- Coordinated with stakeholders to provide regular progress updates and ensured transparency throughout the project lifecycle.
- Assisted in project management activities, including scheduling, resource allocation, and impact assessments for change requests.

Company name :- Property Pistol Pvt. Ltd.

2022 Dec - 2024 Jan

Designation: Assistant Sales Manager

Project: CRM

Waterfall

Project Description :-The CRM Implementation project for Property Pistol Pvt. Ltd. aimed to centralize customer data, streamline sales and marketing processes, and enhance customer engagement. Delivered using the Waterfall model, the project progressed through structured phases, ensuring alignment with business objectives and stakeholder needs.

Role:- BA

Responsibilities:-

- Conducted **Enterprise Analysis, prepared a Business Case Document, performed Stakeholder Analysis, and developed a RACI Matrix** under the guidance of a senior BA.
- Gathered requirements through **elicitation techniques, documented them in BRD, and translated them into FRD and SRS.**
- Created **UML diagrams, wireframes, and prototypes using MS Visio, Balsamiq, and Axure to visualize workflows and requirements.**
- Supported the Testing Team by preparing test case scenarios, ensuring **traceability with RTM**, and facilitating successful **UAT.**
- Coordinated with cross-functional teams to manage project timelines, resource allocation, and ensure smooth execution of each phase.
- Provided training sessions for end-users, offering guidance on CRM system features to ensure effective adoption and usage.

EDUCATION

MBA 2021 - 2023
CIEM

CERTIFICATION

- Certified IT – Business Analyst IIBA
- National Institute of Entrepreneurship and Small Business Development (NIESBUD).
- Post Graduate Diploma in Computer Application (PGDCA)

Soft Skill

Effective Communication | Problem-Solving | Adaptability | Team Collaboration | Time Management

Language - English, Hindi, Odia, Bengali.