



Sonam Saini

Business Analyst(Fresher)

CONTACT

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CERTIFICATES

Python certificate
IIHT(Integrated institute of Hardware Technology),2023

Data science certificate
IIHT(Integrated Institute of Hardware Technology),2023

TECHNICAL SKILLS

- MS Word, Excel, Power point, Access
- MySQL
- Power BI
- Documentations(BRD, FRD, SOW, SRS)
- Biding(Upwork, Freelancer)
- Agile, Waterfall, Scrum
- Programming Languages(Python, Java, C++,HTML,CSS)
- Data manipulation, Data visualization

SKILLS

- Project Management
- Communication
- Critical Thinking
- Attention to Detail
- Adaptability
- Time Management
- Analytical Skills
- Requirements Management

ABOUT ME

As a dedicated MCA student, I am passionate about leveraging my technical skills and analytical mindset to contribute to the Business Analyst field. My academic background has equipped me with a solid understanding of programming, data structures, database management and web development , seeking an entry-level position eager to apply academic knowledge to contribute effectively.

EXPERIENCE

Business Analyst Intern

5 Sep, 2024 - 31 oct, 2024
Vigorous IT Solutions

- Developed and updated Business Requirements Documents(BRDs) and Statements of Work(SOWs)
- Analyzed and documented business needs, identified gaps and areas for improvement
- Researched and identified potential projects on Upwork and freelancer, Negotiated project terms,rates and timelines with clients
- Developed and maintained project portfolios,showcasing skills and experience

EDUCATION

Class XII

2019 = 2020
Board of Secondary Education, Rajasthan

Bachelor of Computer Applications(BCA)

2020 = 2023
University of Rajasthan, Jaipur

I have successfully completed a BCA degree from Rajasthan University, through my academic journey I have gained comprehensive knowledge and practical experience in areas such as programming languages like c,c++,java and DBMS, networking and web development.

Master of Computer Applications(MCA)

2023 = present
University of Rajasthan, Jaipur

Currently pursuing MCA from Rajasthan University , relevant coursework: Data science, Database management system, Data visualization, Artificial intelligence, DSA, java and python.