

# KOMAL PUSHKAR

## Business Analyst

9983077808

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Dynamic and experienced Business Analyst with a proven track record in the technology sector | Proficient in MS Office tools, skilled in user acceptance testing and functional testing, adept at requirement gathering and business operations | Experienced in Agile Project Management, Scrum, and SDLC methodologies with a strong focus on critical analysis | With strong organizational skills eager to secure a Business Analyst position, ready to help the team achieve company goals.

## SKILLS

MS Office tools | MS Excel | User Acceptance testing, functional testing | Requirement gathering | Business Operations | Presentation | Agile Project Management | Scrum | Critical Analysis | SDLC | Documentation - BRD, FRD, SRS, Scope of Work | Wireframing | Mockups | SQL | Technical diagrams - UseCase diagram | UML | Flow Charts | Process flow | Activity and Sequence diagrams | Written and Verbal communication | Tools - Jira, Figma, Marvel, Trello, Adobe Xd, Balsamiq | Tableau and Power BI for data visualization and analysis

## WORK EXPERIENCE

### Business Analyst | LMD Consulting Pvt Ltd | March 2024 - Present

- Conducted comprehensive client meetings and interviews to gather detailed technical requirements, ensuring all stakeholder needs were accurately captured and understood.
- Analyzed and prioritized gathered requirements, assessing their feasibility and alignment with overall project goals and objectives to ensure successful project delivery.
- Implemented robust change management structures and processes to manage evolving project requirements, minimizing disruptions and ensuring project continuity.
- Maintained proactive and ongoing interactions with clients, facilitating effective communication to optimize project timelines and costs, and ensuring client satisfaction and project success.
- Developed and implemented knowledge management practices to capture and share key insights, best practices, and lessons learned, fostering continuous improvement and innovation within the team.

### Business Analyst | 4C Consulting Pvt Ltd | July 2023 - Feb 2024

- Liaising between the IT department and the Executive branch.
- Acting as an information source and communicator between business branches.
- Understanding strategic business needs and plans for growth.
- Enhancing the quality of IT products and services.
- Writing Story and Epics
- Analyzing the design of technical systems and business models.
- Utilizing IT data for business insights.
- Analysis of business requirements to develop Functional and Non-Functional requirements, feature list and preparing different documentation such as Functional Requirements Document (FRD), Software Requirements Specification (SRS), and Business Requirements Document (BRD).
- Finding technological solutions to business requirements.
- Producing reports on application development and implementation.
- Running A/B tests and analyzing data.
- Gathering Project requirements from Client and discussing them with the team

### Freelance Business Analyst | Functionland | May 2023 - June 2023

- Analyzed key aspects and scope of the project to evaluate factors driving results
- Collaborated with teams in development and design to streamline the transition to end result.
- Groomed the user stories and defined the user acceptance criteria for the project
- Surveyed clients to ascertain requirements and expectations for products.
- Implemented agile methodologies using the scrum framework in ongoing projects
- Performed integration testing along with user acceptance testing.
- Monitoring, controlling, and closure of sprints within specified timelines.

## **Business Analyst Intern | Business Analyst | Cueweb | Jan 2022 - March 2023**

- Conduct research and analysis to identify business trends and opportunities
- Collaborate with cross-functional teams to gather and document business requirements
- Assist in the development and implementation of business strategies
- Prepare reports and presentations to communicate findings and recommendations
- Gathered and documented requirements for projects.
- Created business needs into process flows, data flows, wireframes, and other documentation requirements.
- Tableau and Power BI for data visualization and analysis
- Collaborated with the development team to ensure consistent project execution
- Prepared and presented reports to senior management
- Communicated with the team and clients to understand the scope and requirements precisely
- Constant updates about the project development process using agile methodologies
- Worked one-on-one with clients to improve project specifications.
- Used both qualitative and quantitative analysis techniques frequently.

## **EDUCATION**

Master of Computer Applications, GLS University, Ahmedabad | 2020-2022

Bachelor of Computer Applications, University Maharani College | 2017-2020