

VIVEK KUMAR

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SKILLS

- **Business Analysis:** Requirement Gathering, Stakeholder management, Gap Analysis, Documentation, User Story, Data Analysis & Visualization.
- **Tools & Technologies:** SDLC Models, Agile, Power BI, SQL, Figma
- **Technical Expertise:** Wireframing, Use case diagram
- **Soft Skills:** Problem Solving, Communication, Presentation, MS Excel, Time management, Teamwork

WORK EXPERIENCE

Techno Derivation Pvt. Ltd. Jaipur, India

May 2024 - Present

Business Analyst

- **Requirements Gathering:** Led requirement gathering sessions with stakeholders, translating business needs into technical specifications for the development team.
- **Stakeholder Collaboration:** Acted as a representative between business units and IT, facilitating clear communication and understanding of project goals.
- **Data Collection:** Assisted in data collection and analysis, providing actionable insights that supported strategic initiatives.
- **Documentation:** Created detailed documentation of business processes, requirements, and functional specifications.
- Assisted in the creation of **user stories** and **Wireframes** for system enhancements and new projects.
- Developed and delivered **presentations to stakeholders**, ensuring clarity on project **milestones** and **deliverables**.

Summer intern | Celebal Technologies Pvt. Ltd. Jaipur, India

May 2023 - July 2023

Cloud – Developer

- Get to learn about **networking, security services, databases, cloud service providers, types of cloud.**
- Managed cloud infrastructure, including monitoring system **performance and troubleshooting** issues to ensure high availability.

PROJECTS

1. Automatic Digital Receipts Generation and Transmission Software

- Gathered and documented **business requirements**, translating them into **functional specifications** for integrating **POS terminals** and payment platforms.
- Collaborated with technical teams to design a secure solution for **data extraction, automated receipt categorization**, and transmission to banking systems.
- Conducted **gap analysis** and supported testing to ensure compliance with industry standards and seamless user experience.

2. Credit Management Software.

- Developed detailed documentation to support a credit management system for tracking **sales performance** and **approving loans**.
- Worked with developers **to integrate dashboards** and **reporting tools** for performance insights.

3. Salon Booking Web Application

- Collaborate with stakeholders to schedule **real time scheduling, service management, and payment integration**.
- Worked with developers to **design a user-friendly interface**, ensuring seamless booking experiences for customers and staff.
- Defined **workflows, conducted testing**, and provided feedback to deliver a functional and reliable web application.

EDUCATION

Poornima College Of Engineering

Aug 2020 - May 2024

- B-Tech in Information Technology
CGPA: **8.44/10**