

YUKTA JAIN

(Business Analyst in IT & Finance Domain)

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Results-driven Business Analyst with over 6+ years of experience in IT and finance industries. Specialized in translating business requirements into functional specifications, optimizing operational processes, and managing cross-functional teams to deliver successful outcomes. Adept in Agile methodologies and tools such as JIRA, Figma. Demonstrated ability to enhance efficiency, streamline workflows, and drive digital transformation initiatives.

WORK EXPERIENCE

Assistant Manager

Growth grids | Malviya nagar,Jaipur

12/2024 - Present

- Spearheaded business transformation programs aligning with strategic objectives.
- Led innovation agendas by collaborating with clients and internal stakeholders.
- Conceptualized and implemented standardized tools and problem-solving frameworks.
- Achieved operational efficiency through process improvements and cost-saving strategies.
- Created and prioritized product backlog, conducted sprint planning meetings, and ensured user stories were ready for development.

Senior Business Analyst

Octal IT solution | Malviya nagar,Jaipur

10/2022 – 10/2024

- Collaborated with cross-functional teams to identify process improvements and drove initiatives to increase efficiency and productivity.
- Facilitated stakeholder meetings and workshops to elicit requirements and gather feedback for product development and business strategies.
- Developed project plans, timelines, and budgets, and tracked progress against milestones to ensure successful project delivery.
- Utilized agile methodologies to manage projects, breaking down large initiatives into smaller, more manageable tasks and iterating on deliverables in response to feedback.
- Facilitated user acceptance testing (UAT) and liaised with QA teams to ensure that product features met the needs of stakeholders and were delivered on time and within budget.
- Maintained relationships with key stakeholders, including customers, vendors, and internal teams, to ensure that their needs were met and issues were resolved in a timely manner.

Senior Analyst

Aavas Financiers Limited | Mansarovar, Jaipur

1/2020 to 10/2022

- Review the Client Requirements and Business Specifications, analyzing the impacts and feasibility.
- Prepare various functional Requirement Documents like SRS, SOW and other required document preparation for many projects.
- Creating functional wireframes, UML diagrams, flowcharts and project documentations like SRS, Project planning, documentation.
- Review business standards and ensured introducing new methods and technologies as per the industry standards.
- Discussed project requirement and understanding with development/technical team Conducted conference and SCRUM stand up calls.
- Coordinate with execution team for execution of the project.
- Knowledge of Power BI
- Testing of Application and Web Application. Perform the UAT part.
- Coordinates with developers/Team from the Aasana and Jira.

Key SKILLS

- Agile & Scrum Methodologies
- Requirements Gathering (BRD, SRS)
- Stakeholder Management
- Business Process Analysis

- Cost Estimation
- Wireframing (Figma, Balsamiq)
- Project Coordination
- SDLC & Waterfall Models
- Change Management
- **Tools:** JIRA, Asana, Basecamp, Postman, Adobe XD, Figma

CERTIFICATE

- Certifies Associate in Project Management (CAPM)
- Agile SCRUM Master (ASM)

EDUCATION

Master's of Computer Application (MCA)

IIIM, Jaipur | 2018-2020

70.90%

Bachelor's of Computer Application (BCA)

KVGIT, Jaipur | 2015–2018

70.60%

High Secondary

Aryans Academy, Jaipur | 2013–2015

70.20%