

# Kritika Jain

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## Objective

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A results-driven Business Analyst / Project Manager with expertise in requirements gathering, process optimization, and stakeholder management. Adept at translating business needs into actionable plans, fostering cross-functional collaboration, and driving successful project outcomes to support organizational growth.

## Education

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- Amity University Jaipur** 2023  
BTech  
9.24
- Banasthali Vidyapith** 2017  
Intermediate  
92.53%

## Experience

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- Fargowiz** April 1, 2024 - Oct 7, 2024  
Business Analyst  
Led requirement gathering and documented BRDs and FRDs.  
Collaborated with developers to translate client needs into technical specifications.  
Managed project timelines, scope documents, and related documentation.  
Developed client proposals and feature documentation.  
Utilized analytical skills to resolve issues and improve project outcomes.
- Au ignite skills foundation** 15 March 2024 - 27 June 2024  
Data Science and Analyst Training  
  
Completed comprehensive training in data science and analysis.  
Acquired proficiency in Python, SQL, and NumPy.  
Developed skills in data visualization techniques.  
Gained hands-on experience with Power BI and Excel for business intelligence.  
Applied learned concepts to real-world data analysis projects.
- GIP Technologies Pvt Ltd** 29 Aug 2023 - 31 Jan 2024  
Intern  
Completed training in Python programming basics, data visualization, Selenium, Pandas, and NumPy.  
Developed skills in data analysis and visualization using Python.  
Applied these skills in a project called "Weather Analysis," utilizing Python libraries for comprehensive data insights.
- DXC Technology** 4 Jul 2023 - 4 Oct 2023  
Trainee  
Trained in operating systems, networking, and virtualization.  
Gained expertise in cloud computing, security, and backup and recovery solutions.  
Developed strong troubleshooting skills to resolve technical issues efficiently.  
Applied knowledge to maintain and optimize infrastructure operations.

## Skills

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- Adaptability
- Analytical Thinking
- Client Relations
- Communication Excellence
- Data Analysis
- Instructional Architecture Designing

- Product Research Analysis
- Project Management
- Solution Selling
- Business Process Modeling
- Requirements Analysis
- Agile Methodologies
- Stakeholder management

## Certifications

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- Asana - Project Management:

Gained foundational project management skills using Asana.  
Developed project plans, budgets, and timelines.  
Managed stakeholders and mitigated risks to ensure project success

- The Project Management Course: Beginner to Project Manager:

Acquired comprehensive project management knowledge and skills.  
Learned to manage projects from initiation to completion using Waterfall and Agile methodologies.  
Developed key project management documents and templates

- Business Analysis "A to Z" Masterclass:

Mastered business analysis fundamentals, including requirement gathering and documentation.  
Gained hands-on experience with BRD, FRD, and use case creation.  
Learned to use tools like Jira, Microsoft Visio, and Axure for business analysis

## Projects

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- **Social Networking Ads Analytics**

Conducted SQL-based analysis to extract actionable insights from data.  
Developed queries to calculate Click Through Rate (CTR) and determine the most clicked ads.  
Analyzed user engagement by demographics and evaluated campaign performance metrics such as ROI and Cost Per Click (CPC).

- **Credit Card Financial Dashboard using Power BI**

Developed an interactive dashboard using transaction and customer data from a SQL database to provide real-time insights.  
Streamlined data processing and analysis to monitor key performance metrics and trends.  
Shared actionable insights to support the decision-making process based on dashboard findings.

- **Weather Analysis**

Developed a Python-based weather app to analyze weather conditions for US-based flights.  
Utilized Python libraries such as Pandas and NumPy for data analysis.  
Employed Kaggle datasets to gather relevant weather data.  
Applied data analysis techniques to provide insights into weather impacts on flight operations.

## Activities

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- Organized IEEE events in college as an Event Manager. Managed budgets, invitations, and guest lists. Allocated budgets for various requirements, including hospitality and venue arrangements.