FULL NAME
MAILING ADDRESS
PHONE NUMBER
EMAIL

PROFILE SUMMARY

- Over 3 years of diverse experience in the Information Technology field with the ability to work independently and in a team, and manage business expectations with a delivery-focused approach to work.

- Real time experience in Database Management, Business analysis and Software Development Life Cycle (SDLC) using Rational Unified Process (RUP) and RAD, and analyzing Statistical Data.

- Experience in interacting with business users to identify information needs and initiate process changes.

- Facilitated and participated in Joint Application Development (JAD) sessions, user workshops, interviews, conference calls and white board sessions to keep executive staff and the team members apprised of goals, project status, project deliverables, and to resolve issues.

- Experience in analyzing documents like project plans, business cases and scope documents.

- Experience in preparing different documents like the User Requirement List/document (URL/URD), Business Requirement List/document (BRL/BRD), Wire Frames to illustrate the functionalities, Test Case Scenarios & Test Plan documents, Requirements Traceability Matrices (RTM), Use Cases, Issue Logs and other documents as needed.

- Detail-oriented, responsible, enthusiastic and highly flexible to changing priorities.

- Analytical, Versatile, Quick Learner, Excellent problem solving skills, Possess excellent communication skills, Team Player and will prove a valuable asset to any project/organization.

- Ability to work under minimal supervision, adheres to deadlines, and motivated to excel.

EDUCATION

- Master of Science - Management Information Systems
- Master of Business Administration – Finance & Information Systems
- Bachelor of Commerce (Hons)

TECHNICAL EXPERTISE

Technologies/Methodologies: Traditional/Waterfall, Rational Unified Process (RUP), and UML, Use Cases, Workflow and Dataflow

RDBMS: Oracle, MS SQL Server, SQL, PL/SQL

Software Packages:MS Office, Dreamweaver, Adobe Photoshop, MS Project , Lotus Notes, OnTime, Mercury Quality Center, Microsoft Office Visio, Visual Paradigm for UML, XL Miner **Platforms :**Unix, Windows[98/2000/2003 /XP/Windows 7]

CORE SKILLS

- Analytical skills
- Leadership skills
- Database design and development
- Project Management skills
- Marketing skills
- Business requirement gathering techniques
- Statistical skills
- Research Methodology Techniques
- Problem Solving

WORK EXPERIENCE

EMPLOYER NAME, Omaha, NE Nov'10 – Mar'11 Jr. Business Analyst

Confidential is a leading provider of Brokerage Operations and investment services. Confidential collaborated with two third party vendors TCS and FIS to replace their existing Back Office System Services and The Cash Management Services. TCS BaNCS and FIS Profile products are being customized to suit Confidential Back Office System needs.

Responsibilities:

- Estimated time required to deliver project artifacts and reports progress toward delivery goals throughout the project.
- Interacted with project stakeholders to elicit, analyze and document project requirements.
- Analyzed and prepared the users 'AS-IS' workflow scenarios and the 'TO-BE' business processes.
- Used Microsoft Visio to model business processes using UML to create use case diagrams, activity diagrams, sequence diagrams and collaboration diagrams.

- Produced professional quality project artifacts including but not limited to business requirement documents, requirement plans, models (e.g. data, event, context and process), traceability matrices, use cases, issue logs and other documents as needed.

- Maintained the requirements traceability matrix to manage business requirements.

- Assisted the business in determining if and how new systems or system enhancements may improve process flow and business function.

- Served as a critical resource and liaison between subject matter experts and technologists throughout the project lifecycle.

EMPLOYER NAME, IL Oct '07 – Dec '09, Fiscal Operations & IT Intern

The Office of Energy assistance provides two programs, LIHEAP and IHWAP. The Low Income Home Energy Assistance Program (LIHEAP) and the Illinois Home Weatherization Assistance Program (IHWAP) are the programs that have been designed to help low income residents in Illinois manage their home energy costs.

Responsibilities:

- Assisted Personnel in the Fiscal Operations, Grant Processing Unit which included maintenance of the fiscal aspects of these grants such as budget preparation, expenditure analyses, reimbursement request processing, and grant close out analyses.

- Assisted in preparing and executing grant documents that are awarded to sub grantees throughout Illinois for the operation of the Low Income Home Energy Assistance Program (LIHEAP), and the Illinois Home Weatherization Assistance Program (IHWAP).

- Acted as a liaison coordinating communications between the Office of Energy Assistance and the Office of Information Services (the Information Technology Division).

- Reviewed, designed and documented client requirements.

- Facilitated and participated in Joint Application Development (JAD) sessions, and conference calls to keep executive staff and the team members apprised of goals, project status, and resolving issues.

- Modeled UML activity diagrams for the business rules that were to be implemented in the application life cycle.

- Reported bugs and interacted with the software development team (Office of Information Services) to resolve issues.

- Configured Security, User roles, and Profile permissions for UAT & Production.

- Assisted in the designing and development of test case scenarios, and developed test plans.

- Documented User Training Materials (Manuals & Guides).

EMPLOYER NAME, NJ Aug '06 – May '07, Data Analyst

The project was being developed to collect user transactional information and load this data into a Data Warehouse applying business rules and generate reports up on user requests.

Responsibilities:

- Gathered and documented client requirements, business needs and project objectives, via feedback sessions and client meetings**.**
- Joined the development team and database administrators in deciding the universe specifications, reporting procedures and formats.
- Designed and implemented user set- up, end user training materials and testing procedures.
- Conducted User Acceptance Testing (UAT) of the developed applications along with the end-users.
- Wrote Ad-Hoc queries and Stored Procedures using SQL Server Management Studio.
- Reported bugs and interacted with the software development team to resolve issues.
- Seamlessly collaborated with 10 members to achieve daily objectives.

ACADEMIC PROJECTS

Database Management Systems Project:

- Developed an online survey registration website.
- Developed a database, created tables and ran queries to test the functionality
- Technologies used: Oracle 10g, Dreamweaver, Java Script, HTML, PHP

System Analysis and Design Project:

- Analyzed real time cases, diagramed UML designs, mapped cross functional flow charts
- Developed frame work for different alternatives and new project.
- Technologies used: Visual Paradigm, Microsoft Visio

Data Mining Project:

- Analyzed the performance of the classification algorithms on several real and synthetic data sets, by exploring data sets, running test experiments and generating test reports
- Technologies used: XL Miner