

# Ishan Choudhary

## Business Analyst

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### SUMMARY

Business Analyst with 2.6 years of experience in business process analysis, requirement gathering, and documentation in Finance and Ecommerce domains. Proficient in managing teams and stakeholders, streamlining processes, and delivering impactful solutions through collaboration and analytical insights.

### SKILLS

- Technical Skills:** Jira, Excel, Mean Stack, Javascript, MySQL, PoweBI, Google Docs, Figma, Wireframing, Agile Methodology, and Slack.
- Reporting & Documentation:** Skilled in creating detailed analysis reports, requirement documentation, change request documentation, and standard operating procedures (SOPs).
- Team Management:** Experienced in leading teams using agile methodologies, ensuring task coordination, and meeting project deadlines.
- Status Reporting:** Proficient in preparing and delivering weekly status reports to track project progress and communicate

### EXPERIENCE

#### NeoSoft Technologies - Pune | Associate Engineer | Sept 2022 – Present

##### Projects:

##### 1. Finance EOS (Enterprise Operating System) - Mumbai

- Conducted in-depth requirement gathering sessions with stakeholders to define project objectives, scope, and deliverables.
- Prepared and maintained Business Requirement Documents (BRD) and Functional Requirement Documents (FRD) to ensure alignment with business goals.
- Collaborated with cross-functional teams, including developers and QA, to translate business requirements into technical solutions.
- Designed process flow diagrams and wireframes to visually communicate user requirements and system functionality.
- Facilitated sprint planning, backlog grooming, and retrospective meetings to ensure timely delivery of project milestones.
- Performed gap analysis to identify discrepancies between the current and desired states and proposed actionable solutions.
- Conducted user acceptance testing (UAT) to validate application functionality and ensure client satisfaction.
- Created role-based login workflows and data validation processes to enhance user experience and maintain data integrity.

##### 2. Auction Management System

- Worked closely with stakeholders to gather and document requirements for the Auction Management System.
- Defined user stories and acceptance criteria to ensure a shared understanding of business needs among teams.
- Collaborated with UX designers to review and refine mockups for interactive and user-friendly interfaces.
- Conducted functional testing to validate the implementation of features, including reusable components, directives, and services.
- Prepared detailed status and progress reports for stakeholders, outlining key achievements and identifying potential risks.
- Proposed and implemented process improvements to enhance system responsiveness and overall performance.

### EDUCATION

Bachelor of Technology(B.tech) Inderprastha Engineering College, Ghaziabad, Uttar Pradesh |2018-2022 Percentage – 76%

### CERTIFICATIONS

- Scrum Master

### LANGUAGES

- English
- Hindi