

Name:- Sayali N. Sahare

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Core competences: -

- Business Analysis Planning and Monitoring.
- Elicitation and Collaboration.
- Requirement Life cycle Management.
- Requirement Analysis and Design Definition.
- Strategy Analysis
- Solution Evaluation
- Stakeholder management
- Project management

Technical skills:-

- Documentation Tools: MS Suite. |
- Prototyping & Wire frames Tools: Axure & Balsamiq
- Modeling Tools: MS Visio
- Database: SQL
- Project Management tool:- JIRA
- Reporting Tools: Power BI, & Tableau.
- Coding Language:
 - Frontend Lang – React , Angular
 - Backend Lang - DotNet
- Integration: API

Domain knowledge: EdTech

Macmillian Education (MME)
(December 2023 – Present)

FINANCE -

GST Compliance Reporting System
(March 2023 – September 2023)

Education:-

Center for development in Advance Computing
(March 2023 – October 2023)

Certificates:-

Certified IT – Business Analyst IIBA [EEP]

Soft skills: -

- Ability to work autonomously
- Communication
- Change-Management
- Stakeholder Management
- Cross-Team Collaboration
- Documentation
- Client support
- Strategic Initiative.

Languages:-

English, Hindi, Marathi

Career Objective

Aspiring to grow as a business Analyst by utilizing my 1.5 years of experience in analyzing business process , gathering documenting the requirement . Proficient in translating business needs into functional specification and collaborating with stakeholder to improve efficiency and achieve strategic goals .Skills in process optimization tools like Excel , Power BI , SQL .

Seeking an opportunity to leverage my analytical, communication and problem -solving skills to support business transformation initiatives and contribute to data-backed decision making within forward -thinking organization .

Profile Summary

- In-depth knowledge of **SDLC** in various phases (i.e waterfall & agile)
- Proficient in Waterfall Model: Gathered requirements using Elicitation Techniques and prepared **BRD, FRD, SRS** prepared **RACI** Matrix, created **UML Diagrams** and **Prototypes** and requirements tracking through **RTM** well versed with **UAT handle Change Request.**
- Expert in **Agile Scrum**: Creation of user stories and Added **Acceptance Criteria, BV & CP, Sprint & Product Backlogs** conducted various **Sprint Meetings**; Sprint & Product Burndown charts ensured **DOR** and **DOD** checklist.
- Worked on **Accessibility Project** focused on ensuring digital products meet accessibility standards (WCAG compliance) for inclusive user experience.
- Experienced in **Google Analytics** for tracking user behavior, analyzing traffic data, and generating insights to support business decision-making.

Work Experience

LearningMate Solution Andheri East , Mumbai

(December 2023—Present)

Designation: Software Developer

Project 1: Macmillian Eduaction Platform (Integrated Resource Center)

Project description: It is a centralized platform designed to streamline the management of organizational resources, including personnel, projects, and data. It enables efficient resource allocation, real-time tracking, and improved collaboration across departments through a unified interface.

Role: Business Analyst

Responsibilities

- Interacted with the stakeholders and gathered requirements by using various elicitation techniques.
- Created user stories with appropriate acceptance criteria with the assistance of the Product Owner. Added user stories into product backlog using the JIRA tool.
- Prioritized and validated the requirements using Moscow and FURPS technique, added user stories to sprint backlog based on prioritization order.
- Collaborated with Product Owner and Scrum Master for BV and CP. And assisted the Product Owner for the creation of DOR and DOD checklist.
- Participated in sprint ceremonies to remove road blocks in the project.
- Generated Sprint, Product Burn down/Burn up charts to track the project progress.
- Participated in product planning and UAT to successfully deliver each sprint component.
- Contributed to accessibility compliance testing by reviewing UI components and ensuring adherence to WCAG standards for inclusive user experience.

MET Bandra

(March 2023-October 2023)

Designation: Business Analyst

Project 2: GST Compliance Reporting System (Waterfall)

Project description: The system enables businesses to record transactions, generate GST returns, reconcile input and output taxes, and ensure adherence to government regulations. It provides secure data management, accurate reporting, and streamlined communication between taxpayers and administrators.

Role: Business Analyst

Responsibilities:

- Conducted Enterprise Analysis and under the assistance of a senior BA in creating a Business Case Document, conducted Stakeholder Analysis, and prepared RACI Matrix.
- Gathered requirements from business heads using Elicitation Techniques and created a Business Requirements Document (BRD).
- Translated BRD into Functional Requirements Document (FRD), Collaborated with the technical team, and prepared SRS Document.
- Created UML diagrams and wireframes to visually represent requirements using MS Visio, Balsamiq, and Axure.
- Created and maintained RTM throughout the project.