

Sanskрати Jain

Address Mandsaur, MP, 458001

Phone 986 729 7623

E-mail sanskratijain@gmail.com

A dynamic, energetic, result-oriented seasoned professional with over 3 Yrs. of IT experience, with knowledge of Business Analysis, Process Consulting, BPM, Client Engagement Services and understanding of technology with focus on delivering business solutions.



Skills

- ◆ Desktop Application : Microsoft Office Suite ◆◆◆◆◆
Very Good
- ◆ Database : SQL , Oracle & Procedures ◆◆◆◆◆
Very Good
- ◆ Tracking Applications : JIRA & Bugzilla ◆◆◆◆◆
Very Good
- ◆ Languages : C++ & Java ◆◆◆◆◆
Very Good
- ◆ Development Tools :Eclipse & Netbeans ◆◆◆◆◆
Good
- ◆ M Tools : Visio ◆◆◆◆◆
Very Good
- ◆ Data Structures ◆◆◆◆◆
Good
- ◆ BPM Products : Omniflow, OmniDocs, MDM , BAM ◆◆◆◆◆
Very Good



Work History

- ◆ **May 2017 - Business Analyst**
Current *Newgen Software Technology, Mumbai, Maharashtra*

PROFESSIONAL PROJECTS

YES Bank (08/2018 - Present)

- Documented business processes and analyzed procedures to align with changing business needs.
- Meeting clients to understand their CRM/BPM/Business and process

requirements.

- Maintained effective and cooperative working relationships with process owners, functional and technical team members and users.
- Conducting SIT and UAT.
- Systems Implementation & Delivery .
- Business process mapping.

Account Opening (CASA : Current & Savings):

- Digitized the flow of customer requests for opening their accounts at various branches and NOCs , along with the document flow and approval process.
- Regularly interacted with business to understand their need and providing a prototype which is ease-of-use to users.
- Conducted business meetings with Branch and Operations team to gain deep knowledge about their functioning.

Account Instructions :

- After account is opened , there are requests to update certain instructions such as Email Id update, telephone update, updating KYC details etc for a particular customer id.
- Digitized the complete process and have managed the flow.

Petty Cash Settlement workflow:

- A business process flow to manage internal tracking of field forces who claim their various amounts spent for various expense natures such as mobile, conveyance etc.
- Maintained documentation, FSD preparation, Unit testing, Customer delivery, SIT & UAT.

General Ledger Proofing and Base Paper tracking system:

- Documented requirement by Fraud Containment team to design a flow to audit the department and track all transactions they have done.

Instant Account Opening (ICASA)

- Requirement was to design a flow to indent insta-kits requested by various branches , in need to open customer accounts. Tracking its flow until account is opened.
- Requirement gathering , FSD preparation , development tracking , and successfully business's Go-Live.

Worked on other corporate digitization projects for Locker, Demat, TD, CMS Collection , CMS Payment.



Appreciations

- Got Excellence Award for project performance and Go- Live of projects at Yes Bank (Newgen Client).
- Achieved Pat on the Back Award for consistent good performance in all delivered projects.



Education

- ◆ **Jan 2020 - Current** - **MBA: Business Management**
NMIMS - Mumbai
Pursuing distance MBA course from NMIMS Mumbai , NMIMS Global Access - School for Continuing Education (NGASCE)
- ◆ **Apr 2013 - May 2017** - **Bachelor of Engineering: Computer Science**
IPS Academy - Indore
Cgpa : 7.8
- ◆ **May 2012 - May 2013** - **Senior Secondary: Science**
Vatsalya Public School - Mandsaur
Percentage : 82.6%
- ◆ **May 2011 - May 2012** - **Higher Secondary**
Vatsalya Public School - Mandsaur
Cgpa : 9.6