AKASH RANA

ranaakash1986@gmail.com | 91-7895870804 | www.linkedin.com/in/AkashRanaBA

SUMMARY

Strategic and Results-driven Professional with 5+ years of experience in Business Analysis, Consultancy, Project Management, and Account Management roles

Possess a **Master's Degree** in **Computers Systems Engineering**. Seeking to obtain a challenging position as a Business Analyst that would increase business productivity of the organization and in turn enhance my skills and competency

HIGHLIGHTS OF QUALIFICATION

- Experience in understanding the required **Business change**, **Defining the needs** and thereby **Providing Value** by solution implementation
- Proficient in creating **Wireframes**, **Mock-ups,** and **Software Prototypes** during pre-project and requirement phases using tools like **Balsamiq, MS Visio, Gliffy**
- Proficient in Analysis of business requirements and in developing different artefacts such as **Software Requirements Specification (SRS),** and **Business Requirements Document (BRD)**
- Design **Business process models** using **BPMN** tools to express the business process, and information flows defined by stakeholders
- Preparation of **UML Models** such as **Use Case, Activity, State Machine, and Deployment Diagrams**
- Experience working with **cross-functional teams**, incorporating **conflict management**, **project management** and **solution implementation**

EDUCATION

M.S., Computer Systems Engineering
May 2012
Northeastern University, Boston, MA, USA

Bachelor of Engineering in Production Engineering
May 2009
Bharati Vidyapeeth University, Pune, India

KEY SKILLS

Tools: MS Visio 2016, Balsamiq 3.5, Gliffy, Jira, MS Word, MS Excel, Google Doc, Google Sheets, Adobe Premiere
Modelling Languages: UML 2.5, BPMN 2.0
Web Languages: HTML, CSS, JavaScript, SQL
Soft Skills: Strong Communication, Critical Thinking, Analytical, Prioritization, and Team Leadership skill
Hobbies and Interests: Guitar, Singing, Photography, Video Making and Editing
Certifications: Scrum Foundation Professional, Adobe Premiere Pro

PROFESSIONAL EXPERIENCE

OnGraph Technologies | Business Lead | Noida
Jan 2019 – Jan 2021

- Consulted clients to provide solutions for **product development**, **system changes**, **automation**, and **business process enhancements**
- Performed **Market Analysis, Competitive Analysis** and **SWOT Analysis** in order to understand the client's pain point, current trend, competitors and provided appropriate consultation

- Compiled the **functional & business requirements document** and shared the requirements with the respective stakeholders and assisted them in understanding the needs
- Prepared and refined documents like **SRS, BRD,** and artefacts like **wireframes** and **mockups**
- Coordinated activities like **Project planning**, **budgeting & costing**, **client interaction & management**, **project management, resource allocation**, **testing, UAT, and Implementation**.

NP Softech | Business Analyst | Dehradun   April 2017 – Dec 2018

- **Acted as a liaison** between business and technical personnel to ensure a mutual understanding of processes and applications
- Interacted with client's to understand their need for **Mobile and Web Applications**
- Elicited and analyzed client's **business requirements** and processes through **visual models**, interviews, **workshops**, and **work-flow analysis**
- Communicated client's business requirements by constructing easy-to-understand **Data** and **Process maps**
- Translated stakeholder requirements into various tangible artefacts such as **functional specifications, use cases, user stories, workflow/process diagrams, data flow/data model diagrams**

Flexsin Technologies | Sr. Executive | Noida   April 2016 – Feb 2017

- Interfaced with clients to handle their queries and gathered **requirements**
- Headed **Brainstorming meetings** to identify **bottlenecks** as well as to improve existing processes
- Performed **Requirement Elicitation** and **Requirement Analysis** for various projects and Created **Business Requirement** Document for them
- Prepared **UML Behavioural models** for the project and created process models utilizing **BPMN 2.0**. Created wireframes and mockups using **Balsamiq 2.0**

InfoVision Technologies | Business Analyst | Dehradun   Aug 2014 – March 2016

- Acted as an **interface** between the client and the development team to facilitate effective communication and present an appropriate solution
- Engaged in gathering **software requirements/business rules**, and ensuring alignment with development teams. Prepared **BRD and SRS** based on the gathered requirements
- **Communicated** effectively with clients to identify needs and evaluate alternative business solutions
- **Reviewed** the quality of deliverables prepared by the team before passing on to the client, using **testing**
- and **quality checks**

Automation Anywhere | Sales Engineer | Boston, US   Aug 2013 – June 2014

- Developed and **Automated** software tasks, processes using the company's **Automation Anywhere** product
- Executed **Project Work Plans** and **revised** as appropriate to meet changing needs and requirements
- Analyzed **user requirements**, procedures, and problems to provide the best solutions to the customer
- Performed **As-Is & To-Be Analysis,** and **Gap Analysis** to understand the current system and to propose the future state
- Conducted **Training programs, Presentations,** and **Demonstration** of the product to educate clients on the basic technical details of the automation solution provided by Automation Anywhere
- Formulated **Cost and Effort Estimate,** in coordination with the marketing and development team, for the customers