 TOUSEEF

Business Analyst

To work in a firm with a professional work driven environment where I can utilize and apply my knowledge, skills which would enable me as a fresh graduate to grow while fulfilling organizational goals. Expert understanding of SDLC processes and Agile flavored development methodologies (Waterfall, Scrum, Agile Framework, Principles).



[Touseef-393892@2freemail.com](mailto:Touseef-393892@2freemail.com) Dubai, UAE

**EDUCATION**

**MCA (Master of Computer Application)**

**Visvesvaraya Technological University Belgaum(VTU)**

***06/203 – 07/2016 CGPA-74.79%***

**WORK EXPERIENCE**

**Business Analyst**

**Dubai (UAE)**

***1/2019 – At Present***

***Achievements/Tasks:***

* Work experience offered by an employer to develop and improve the skills to exposure to the working environment, often within a specific industry, which relates to my field of study.
* Engage client to gather software requirements/business rules, and ensure alignment with development teams
* Translate stakeholder requirements into over 10 different tangible deliverables such as functional

specifications, user cases, user stories, workflow/process diagrams, data flow/data model diagrams.

* Preparation of assigned Functional documents including Functional Designs, Process Workbooks and Configuration documents, and ensure on-going maintenance of those documents throughout the project cycle.
* Prepare and/or review specifications, evaluate equipment and applications, and recommend implementation of new or upgraded software to compliment the business solution.
* Consulting – covering all aspects; including presales and supporting the sales team, product demonstrations, analysis, implementation and training of end users utilizing primarily Dynamics NAV 2015 and 2018
* Business and process
* Documenting ‘as-is’ and ‘to-be’ within accurate and detailed scoping documents
* Liaising with developers and clients –act as a point of communication

**Professional Projects**

Online revaluation it is web based application through this software the student will get their result direct to their email-d no need to spend time in queue the technology was used c#, visual studio 2010, MySQL Worked as a BA in this particular project.



Preparation of Presentations, Documentation. Created UML Diagrams Requirement Gathering.

Created User

Interface screen for each user.

* + Requirement Gathering at client site.
  + Created BRD, SRS Documentation.
  + Performed User Acceptance Testing.
  + Created Test Documents.
  + Created UI Designs and screens.
  + Developed Flow charts, DFD, Use case,
  + E-R Diagrams.
  + Co-ordinate with Development team.
  + Prepared User Manuals for end user for client site



* Exposure on Microsoft Dynamic 365 Business Central
* Having excellent analytical mind.
* Being able to work using provided material and resources.
* Having good written and verbal communication skills.
* Being able to interact with clients.
* Having technical skills.
* Being able to work alone or with a team.
* Having high attention to details.
* Being able to prioritize tasks.
* Having knowledge of Navision modules and functionality.
* Being able to supervise other members.



**CERTIFICATES**

**Advanced Certified Business Analyst (JAN ‘2017)**

***Advance Certified Business Analyst from Business Analyst Training Institute Mumbai***

**ACHIEVEMENTS**

* Elected as **General Secretary** for **BCA Dept.** for the academic year 2012-2013.
* Event manager for “**AIYYANA 2012**”, Fresher’s party.
* Gave software engineering seminar in college.
* Developed an Android app title as “Food Zayekha App” in which the technologies are used Eclipse,

MySQL, Php

* Food Zayekha is purely android application which was used to develop to order the food in a particular hotel and it can be functionally work in smart phones and screen touch tabs
* Throughout project learned variety of soft skills, including communication skills, personal effectiveness, and presentation skills
* About the IT departments their types and functionalities.
* Project life cycle in project life cycle, requirement gathering and documentation,
* It involves in UAT and prepare user manual, BA prepare BRD (Business Requirement Document), FRD (Function Requirement Document), Test case document and user manual.
* The SDLC and learnt waterfall, agile scrum methodologies.
* UML and Data modeling, types of UML-structural and Behavioral requirement, flowchart, use case, dataflow, class diagram, ER diagram, activity diagram etc.
* worked on BRD, FRD, and Test case documents.
* Worked on a live project and prepared UML diagram like Flowchart, class diagram, ER diagram, Activity diagram, DFD diagrams etc.
* Worked on live projects and prepared BRD, SRS documents.
* Supply Chain Management

 Evaluate risks related to requirements implementation, testing processes, project communications, and training.

**LANGUAGES**

ENGLISH HINDI KANNADA URDU



**INTERESTS**



SPORTS READING BOOK

**INTERPERSONAL SKILLS**

* Ability to Rapidly Build Relationship and Set up trust.
* Confident and Determined.
* Ability to Cope up with Different Situations.
* Business Analyst Skills
* Installation, Upgradation of Software ERP
* Microsoft Dynamic Business Central 365

**PERSONAL DETAILS**

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| --- | --- |
| **Date of Birth** | :- 20th November 1988 |
| **Language Known** | : - English, Hindi, Kannada, and Urdu. |
| **Marital Status** | :- Single |
| **Nationality** | :- Indian |
| **Interest & Hobbies** | : - Internet browsing ,playing sports, and reading books |



**DECLARATION**

I do hereby declare that the above information is true to the best of my knowledge**.**

**Place: Dubai, UAE**

Touseef

(Signature)