

Yogita Fegade

Business Analyst

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📍 Pune

Profile

Strategic and results-driven Business Analyst with extensive experience in managing software development projects, using Agile and hybrid methodologies. Adept at coordinating cross-functional teams, defining project scope, and delivering high-quality deliverables aligned with business objectives. Recognized for excellent communication, organizational, and leadership skills, with a proven track record in stakeholder management and risk mitigation.

Professional Experience

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|---|---------------------|
| Business Analyst , <i>Rabbit and Tortoise Technology Solutions, Pune</i> | 2021 Jun – 2023 Apr |
| Business Analyst , <i>Sigma Software Solutions Private Limited, Pune</i> | 2023 Apr – Present |

Key Achievements:

- Successfully led and documented multiple software development projects using Agile and Waterfall methodologies, ensuring timely and quality deliverables.
- Defined and documented project scope, objectives, and success criteria, aligning deliverables with organizational goals.

Responsibilities

- Collaborated with stakeholders to gather, analyze, and prioritize business requirements, translating them into functional specifications and user stories.
- Managed project plans, including resource allocation, critical paths, timelines, and risk mitigation strategies.
- Conducted User Acceptance Testing (UAT) and quality assurance to validate project outcomes.
- Maintained comprehensive project documentation, including Business Requirement Documents (BRD), Functional Requirement Documents (FRD), and Process Flow Diagrams.
- Supported cross-functional teams in automation testing, ensuring adherence to testing frameworks and delivery standards.

Software Development Project Management

- Managed end-to-end software development life cycles (SDLC), ensuring timely deliverables and adherence to quality standards.
- Created and maintained comprehensive project documentation to facilitate transparency and accountability.
- Reduced project delivery times by 15% through optimized resource allocation and hybrid processes.

Automation Testing Framework Implementation

- Designed and developed test plans and automated scripts, reducing manual testing efforts by 20%.
- Collaborated with technical teams to ensure seamless integration of automation frameworks into the development pipeline.

Skills

Project Management

- Agile methodologies (Scrum, Kanban)
- Sprint planning, backlog prioritization, and task tracking using JIRA
- Risk assessment and mitigation planning

Communication and Leadership

- Strong interpersonal skills to build rapport with stakeholders and team members
- Conflict resolution and expectation management
- Effective team collaboration and mentoring

Technical Proficiency

- SQL, IBM DB2
- Microsoft Office Suite
- Agile tools: JIRA

Documentation

- BRD, FRD, Technical Approach and Design Documents (TADD)
- Process Flow Charts, User Stories, and Wireframes

Testing and Quality Assurance

- User Acceptance Testing (UAT)
- Automation test plans and execution
- Test case and scenario documentation

Education

MBA in Business Analytics, *Sinhgad Institute Of Management*

2019 Aug – 2021 Nov
Pune

Bachelor of Science (BSc),
Dr Ambedkar College Deeksha Bhoomi, RTMNU University

2015 Aug – 2018 Jun
Nagpur

HSC, *Dharampeth Science College, Maharashtra State Board*

2014 Jul – 2015 Jun
Nagpur

SSC, *Dharampeth Girls High School, Maharashtra State Board*

2012 Jun – 2013 May
Nagpur

Declaration

All information in this resume is true and correct to the best of my knowledge and belief. I hereby declare that all the above information is correct and accurate.

Yogita Fegade