

Deepak Kumar Sharma

Phone: +91-9958746673 | Email: Deepakpandat1998@gmail.com | LinkedIn: [deepak-kumar-sharma-126740253](https://www.linkedin.com/in/deepak-kumar-sharma-126740253)

PROFILE

Proactive and detail-oriented Business Analyst with strong expertise in **requirement gathering, business and functional documentation (BRD, FRD), user stories, and use cases**. Experienced in creating **flowcharts and wireframes** and working within **Agile and Scrum** environments. Skilled in collaborating with **cross-functional teams** to drive seamless project execution and deliver meaningful insights to support strategic decision-making. Committed to process improvement, **data analysis**, and ensuring stakeholder alignment to achieve successful project outcomes through **clear communication and analytical thinking**.

CORE SKILLS

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- **SDLC:** Proficient in end-to-end software development processes. ~ **Agile (Scrum):** Skilled in sprint planning and iterative development.
- ~ **Management and wireframing tools:** JIRA, Figma, Draw.io, Balsamiq: Expertise in tools for task management, wireframing, and process design.
- ~ **Data Analysis:** Proficient in SQL, Python libraries, and Power BI for insights and dashboards.
- ~ **Project Management:** Strong in planning and task coordination.
- ~ **Requirement Gathering:** Skilled in identifying and documenting business needs.
- ~ **Collaboration:** Effective in working with cross-functional teams.

TECHNICAL SKILLS

- **Programming Languages:** Basic (Java, Python, C language)
- **Tools & Platforms:** Figma, Balsamiq, Power BI, Draw.io, Whimsical, JIRA (scrum), Microsoft excel (advance).
- **Database Management:** MySQL
- **Version Control:** Basic (GitHub)
- **Web Technologies:** Basic (HTML5, CSS3)

WORK EXPERIENCE

Business Analyst | Syrakal Tech Solutions Pvt. Ltd., Uttar Pradesh, Noida, India | Jan 2022 – Present

- Collaborated with clients to gather and analyze business requirements, ensuring alignment with project goals and priorities using **Agile (Scrum) methodology**.
- Communicated with team leads to define project **milestones**, allocate tasks, and ensure smooth execution of project phases.
- Authored comprehensive **Functional Requirement Documents (FRD) and Business Requirement Documents (BRD), User Stories and Use cases** for foreign clients, ensuring clarity and precision in project deliverables.
- Developed wireframes using tools like **Figma, Balsamiq, Draw.io, and Whimsical** to design user-friendly application interfaces, workflows, and flowcharts.
- Managed end-to-end project lifecycles, including task prioritization, progress tracking, risk mitigation, and ensuring on-time delivery.
- Conducted **User Acceptance Testing (UAT)** to identify and resolve application issues pre-deployment, ensuring quality and client satisfaction.
- Worked on diverse application domains, including **E-commerce, Education, Healthcare, Booking platforms etc.**, addressing unique business challenges and proposing effective solutions.
- Coordinated with cross-functional teams, including **Developers, UI/UX Designers, and QA testers**, to ensure seamless project execution and timely resolution of blockers.
- Utilized project management tools like **JIRA for sprint planning, backlog management, task tracking, and progress monitoring**.
- Translated complex client requirements into actionable insights that helped reduce feature ambiguity and decreased rework by **30%**.
- Effectively bridged communication between offshore development teams and US-based clients, ensuring **100% clarity** in handovers.
- Engaged in regular client and stakeholder meetings to gather feedback, align project scope, and ensure timely delivery of key milestones.

EDUCATION

- **Bachelor's Degree – Computer Applications** | Maharishi Dayanand University, India | 2021

CERTIFICATIONS & TRAININGS

- **Certified business analyst program (CBAP)** | [simplilearn.com](https://www.simplilearn.com)
- **Google professional data analytics certificate** | Coursera
- **Hands on Power BI certification** | Udemy
- **Microsoft professional power BI certification** | Coursera

PERSONAL PROJECTS

- **Supermarket sales dashboard (2023)**
 - Designed and implemented a dynamic supermarket dashboard using **Power BI**, enabling real time tracking of sales, inventory and revenue.
 - Develop interactive data visualization and report to analyse sales trends and customer preference, leading to 14% increase in operational efficiency.
 - Tech stack used: **Power BI, Excel, MySQL**.