

# CHATHURYA KOLLI

## Business Analyst

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## Professional Summary

Results-driven Business Analyst with 3+ years of experience in analyzing business needs, gathering requirements, and implementing process improvements to enhance operational efficiency. Skilled in SDLC, Agile (Scrum & Kanban), and Waterfall methodologies, with a strong ability to bridge the gap between business and technology. Proficient in Jira, Confluence, SQL, and data visualization tools like Power BI and Tableau to deliver actionable insights. Experienced in creating BRD, FRD, and SRS documentation, conducting gap analysis, and collaborating with cross-functional teams to drive data-driven decision-making. Seeking a Business Analyst role to leverage analytical expertise and strategic thinking to support business growth.

## Professional Experience

### Business Analyst, 3Bees Technologies - Plano, TX

Feb 2024 – Present

#### Responsibilities: -

- Gathered and documented business requirements, collaborating with stakeholders to define project scope and objectives.
- Conducted elicitation workshops (JAD) and SWOT analysis, Impact analysis, Cost-Benefit Analysis while communicating project updates and recommendations to senior management.
- Working with the team through entire process of software development cycle, including analysis and design, business and functional requirements analyst, wireframing, writing use case, user story, testing and implementation of the application
- Applied SDLC and Agile methodologies, ensuring alignment with business objectives.
- Created user stories, BRD, FRD, and SRS documentation to ensure seamless development and implementation.
- Led Agile ceremonies (Sprint Planning, Daily Stand-ups, Retrospectives) and worked closely with development teams using Jira & Confluence.
- Managed project scope, timelines, and deliverables, engaging directly with clients.
- Designed interactive dashboards in Tableau and Power BI, providing actionable insights and improving reporting efficiency by 20%.
- Assisted in UAT testing and defect tracking, ensuring seamless software rollouts.
- Developed process flow diagrams and UML models to document system functionalities.
- Facilitated requirement elicitation sessions with business users and IT teams.
- Collaborated with stakeholders to ensure regulatory compliance and risk mitigation.

### Business Analyst, Radixweb, India

Aug 2019 – Dec 2021

#### Responsibilities: -

- Managed stakeholder communication and expectations to ensure smooth project execution.
- Conducted requirement elicitation sessions with business users and developers, ensuring clear project objectives.
- Facilitated Agile ceremonies including daily stand-ups, sprint planning, retrospectives, and sprint reviews to ensure continuous improvement and efficient team collaboration.
- Followed SDLC and Agile methodologies, ensuring alignment with business objectives.
- Work closely with development teams to ensure timely and accurate delivery of features.
- Analyzed client data for patterns, trends, and insights, increasing efficiency and reducing operational costs.
- Facilitated JAD and CAB sessions, achieving a 98% defect resolution rate during UAT.
- Conducted impact analysis, gap analysis, and feasibility studies to drive strategic decision-making.
- Utilized SQL for data analysis, generating ad hoc reports to support business strategies.
- Created detailed process flow diagrams, wireframes, and mockups using Figma and Balsamiq.
- Assisted in risk assessments and impact analysis to mitigate potential project issues.
- Created test scenarios and executed test cases to validate system changes.
- Automated manual reporting tasks, reducing turnaround time by 30%.

## Skills

- **Programming Languages:** Python, SQL, JavaScript, C, HTML, CSS
- **Methodologies:** SDLC, Agile (Scrum, Kanban), Waterfall
- **Visualization Tools:** Tableau, Power BI, Google Charts, QlikView, Excel (Pivot Table/Chart)
- **Analysis Skills:** Cost/benefit analysis, Impact analysis, Gap Analysis, Risk Analysis, SWOT Analysis
- **Project Management:** Jira, MS Project, MS Excel, Confluence, Trello
- **Documentation:** BRD, FRD, SRS, Process Flow, User Stories, UML, Test Cases, Data Flow
- **Other Tools/Skills:** Gen AI, ERP, SharePoint, Visio, JAD, RTM, UAT, KPI, Confluence, Figma, Balsamiq, Lucid Charts, Git,

- **Soft Skills:** Project Management, Team Workflows, Budgeting, Epic Story Writing, Technical and Functional Analysis, Technical design and Dashboard presentation, Case Analysis, Benchmarking, Ad hoc stakeholder reporting
- **Domain Experience:** B2B (Warehousing and Supply Chain), Banking (Insurance and Loan approval), AI/ML, Retail, Government, Software/IT Solutions

## Education

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### Master of Science in Computer Science

University of Houston-Clear Lake, Houston, Texas

**Dec 2023**

### Bachelor of Technology in Electronics and Communications

G Pulla Reddy Engineering College, Andhra Pradesh, India

**Aug 2021**