

SADHIR RAZAAK NAZER

BUSINESS ANALYST

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PROFESSIONAL SUMMARY

Results-driven Business Analyst with over 4 years of experience in technology consulting, software development, and quality assurance. Proven ability to bridge the gap between business stakeholders and technical teams to deliver high-impact solutions. Combines a Master's in Technology Management with hands-on expertise in Agile/Scrum methodologies, requirements elicitation, process improvement, and end-to-end testing. Holds both ScrumMaster® and Product Owner® certifications, ensuring efficient project delivery and value-driven product development.

CORE SKILLS

Business Analysis: Requirements Gathering (User Stories, Use Cases), Process Mapping, SWOT Analysis, Stakeholder Management, Agile & Waterfall Methodologies, UAT Coordination, BRD/FRD Documentation

Project Management: Scrum, Kanban, Sprint Planning, Backlog Grooming, Jira, Confluence, MS Project

Quality Assurance: Test Planning, Test Case Design, Functional Testing, Regression Testing, Defect Tracking, SQL for Data Validation

Tools & Technologies: Jira, Confluence, Trello, SQL, Microsoft Visio, Lucidchart, SharePoint, Excel (PivotTables, VLOOKUP), Postman, Swagger, Figma

PROFESSIONAL EXPERIENCE

BUSINESS ANALYST | SCHOOLFUEL | TEMPE, AZ | JAN 2025 – PRESENT

- Conduct stakeholder interviews and requirement workshops with school administrators to define features for an EdTech platform serving 50+ K-12 institutions.
- Develop and maintain product backlogs in Jira, ensuring clear acceptance criteria and prioritizing items based on business value.
- Create detailed wireframes and process flow diagrams using Figma and Lucidchart to communicate system behavior to development teams.
- Facilitate Agile ceremonies including daily stand-ups, sprint planning, and retrospectives for a cross-functional team of 8.
- Collaborate with QA to define comprehensive test scenarios and actively support User Acceptance Testing (UAT) sessions.

BUSINESS ANALYST / QA ANALYST | GRANT THORNTON | JAN 2024 – DEC 2024

- Led requirements elicitation for a financial auditing SaaS platform modernization, documenting 30+ business and functional specifications.
- Performed thorough gap analysis between legacy and new systems, identifying key process improvements that enhanced platform efficiency.
- Designed, documented, and executed over 200 manual test cases for core modules including user management and data integration.
- Managed the full defect lifecycle using Jira, logging and tracking 45+ bugs to resolution, achieving a 99% test pass rate.
- Coordinated UAT sessions with end-user groups, developing training guides and conducting post-deployment support.

ASSISTANT SYSTEM ENGINEER → SYSTEM ENGINEER | TATA CONSULTANCY SERVICES | JAN 2020 – SEP 2022

- Promoted within 18 months for excellence in client communication and analytical deliverables on a healthcare data migration project.
- Gathered and analyzed requirements from hospital staff, translating them into detailed system specifications and data mapping documents.
- Authored test plans and executed functional, integration, and regression testing for patient management and billing modules.
- Validated data integrity and HIPAA compliance through rigorous SQL querying and backend data validation tests.
- Created user training manuals and led post-implementation training sessions for over 50 end-users.

INTERN → BUSINESS ANALYST | SASKEN TECHNOLOGIES | JAN 2019 – DEC 2019

- Assisted senior Business Analysts in documenting software requirements for an automotive infotainment system.
- Participated in client meetings to capture detailed feedback and updated requirement traceability matrices.
- Created UML diagrams (use case, activity) and process flows to model system functionality and user workflows.
- Supported the QA team by developing and executing a suite of test cases for specific infotainment features.
- Contributed to weekly project status reports by compiling updates from development and testing teams.

EDUCATION & CERTIFICATIONS

Master of Science in Technology Management | GPA: 4.00/4.00 | *Arizona State University*, Tempe, AZ | Dec 2024

Bachelor of Engineering in Mechanical Engineering | GPA: 6.81/10.00 | *SRM Easwari Engineering College*, Chennai, India
| *May 2019*

- Certified ScrumMaster® (CSM) – Scrum Alliance
- Certified Scrum Product Owner® (CSPO) – Scrum Alliance