

Jr. Business Analyst (eCommerce)

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PROFESSIONAL SUMMARY

Dynamic professional with 2 years of experience as a Business Analyst in the eCommerce sector, adept at gathering requirements and optimizing processes to enhance operational efficiency. Skilled in documenting business needs and facilitating communication between stakeholders and development teams, driving successful project outcomes in fast-paced environments.

WORK EXPERIENCE

Jr. Business Analyst (eCommerce)

📅 Apr / 2024-Ongoing

Quantum Solutions LLC

📌 Phoenix, AZ

1. Engaged in all phases of the Software Development Life Cycle (SDLC), focusing on requirement analysis and documentation.
2. Created process maps and conducted AS-IS and TO-BE analysis to identify areas for improvement.
3. Acted as a liaison between business stakeholders and development teams, ensuring alignment throughout the project lifecycle.
4. Analyzed and prioritized requirements for multiple project iterations, facilitating timely delivery.
5. Developed Software Requirement Specifications (SRS) and Functional Specification Documents (FSD) to guide development efforts.
6. Executed complex SQL queries for data validation, ensuring compliance with business rules and standards.
7. Performed gap analysis on client reports to align with evolving business needs and system capabilities.

Business Analyst

📅 Apr / 2023-Apr / 2024

Crescent Moon Design

📌 Portland, OR

1. Gathered and documented business requirements through direct interaction with end users and developers.
2. Delivered ad-hoc and scheduled reporting solutions that supported critical business processes.
3. Generated and distributed reports using SQL and Excel, adhering to established timelines.
4. Managed issue tracking in JIRA, ensuring timely resolution of software bugs and defects.
5. Applied Agile and Waterfall methodologies to enhance project management and execution.
6. Conducted feasibility studies using root cause analysis and impact analysis to inform decision-making.

EDUCATION

Bachelor of Science in Business Administration

Apr / 2022-Apr / 2023

University of California, Berkeley

📌 Phoenix, AZ

Focused on eCommerce strategies, data analysis, and business process optimization.

SKILLS

Jira Software

Agile Methodologies

Rally Software

Data Analysis With Power Query



ACHIEVEMENTS

- Improved project delivery time by 15% through effective requirement analysis and stakeholder collaboration.
- Developed process flow diagrams that enhanced understanding of system functionality, leading to a 20% reduction in errors.
- Facilitated workshops that gathered user feedback, resulting in a 30% increase in user satisfaction scores.