

# **Nishant Gaurav**

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## **PERSONAL SUMMARY**

An experienced, disciplined and highly-motivated Business Analyst who has worked on a wide range of projects within both the Public and Private Sectors. A accomplished and fluent communicator with strong investigation, problem-solving and decision-making skills, combined with a pragmatic approach and sound business acumen. Highly accomplished with a verifiable track record in fields such as analysis and gathering, business process mapping and the development of interactive prototypes.

As a proven Business Analyst I can not only help to unlock a company's full potential, but can also provide leadership to fellow team members. In addition to all of the above I have extensive experience of validating large sets of data and of using information capture techniques. Right now I am looking for a suitable position with a company where competent staff are rewarded with competitive pay, support and opportunities to excel.

## **CAREER HISTORY**

Project Coordination –December 2015 – 1<sup>st</sup> June 2016

Organization name – BRWC Infotech

Duties:

- Identifying areas for business improvement.
- Working on Freelancer.com , Upwork.com , Fivver.com , Peopleperhour.com , Truelancer.com , Outsource.com .
- Communicate with client on skype , hangout , What's APP for project description discussion .
- Client handling from start project & update client throughout Project completion .
- Monitoring progress of ongoing project of current and future business processes.
- Maintaining Working environment in Organization with coordinate with team members .

## BUSINESS ANALYST PRE & POST SALE – June 2015 – December 2015

Organization name – Aqua Soft LLP

Duties:

- Identifying areas for business improvement.
- Working on Upwork.com .
- Communicate with client on skype , hangout , What's APP for project description discussion .
- Client handling from start project & update client throughout Project completion .
- Developing maps and flowcharts of current and future business processes.
- Reporting on the likely impact of process modifications.

## BUSINESS ANALYST – PRE SALE – May 2014- May2015

Organization name –E-growth Solution Mart Pvt. Ltd

Responsible for performing business research that's designed to improve business processes and contribute to cost savings and more efficiency.

Duties:

- Identifying areas for business improvement.
- Working on Freelancer.com , Upwork.com , Fivver.com , Peopleperhour.com , Truelancer.com , Outsource.com .
- Developing maps and flowcharts of current and future business processes.
- Reporting on the likely impact of process modifications.
- Developing a clear understanding of existing business functions and processes.
- Preparing PowerPoint presentations and Excel spreadsheets for business meetings

## **KEY SKILLS AND COMPETENCIES**

Professional

- Communicating with client regarding their project & convincing them for boost business.
- Feasible working as per client 's requirement & time zone .
- Writing up engaging, informative and well-organized presentations.
- Can manage a flexible work schedule to accommodate different time zones.
- Highlighting risks and issues that could impact project delivery.
- Can quickly understand business or technical issues.
- Solid collaboration, facilitation, and negotiation skills.

- Able to work accurately with interruptions.

### **Personal**

- Inspiring colleagues to attain goals and pursue excellence.
- Analytical and detail-oriented mind-set.

### **AREAS OF EXPERTISE**

- Enhances business operations
- Influence people
- Providing Direction
- Problem solving

### **ACADEMIC QUALIFICATIONS**

	<b>Year of Passing</b>	<b>School / College</b>	<b>Board / University</b>	<b>Aggregate %</b>
10 <sup>TH</sup>	2008	D.A.V Public School, Ara	CBSE	56.33 %
12 <sup>TH</sup>	2010	SB College	BSEB	65.00%
B-Tech	2014	Rajdhani Insititue of Technology And Management, Jaipur	RTU, Kota	65.44%
MBA	2015-2016	Priyadarshini Lokmanya Tilak Institute of Management Studies & Research	Osmania University	Pursuing

Date :

Place :