**KISHORE GAUS** Bethesda, MD 240-425-9477 gauskishore@gmail.com

**Sr. Business Analyst**

### **SUMMARY**

Senior business analyst with experience in agile, scrum, hybrid, and waterfall development environment. Experience with interpreting business needs, developing business requirements, writing functional specifications, use cases, product backlog refinement, and developing QA testing artifacts. Strong knowledge in CMMI and GDP. Experience in all aspects of software development life cycle (SDLC) and software testing life cycle (STLC). Experience in working with financial, healthcare, government consulting, Salesforce CRM, cloud features and AWS platform. Strong skills in functional testing, regression testing, system testing and UAT testing. Detail orientated with strong interpersonal and written communication skills.

### **EXPERIENCE**

**Secure Info-Tech Solutions August 2018- Present**

**Sr. Business System Analyst/ Consultant**

* Communicate with business stakeholders to determine requirements that support organizational functions and business strategies
* Work with the product owner, end-users, and developers to write user stories that are independent, valuable, estimable, and testable
* Act as a customer advocate to ensure customer and stakeholder needs are being addressed and expectations are being managed
* Coordinate with business stakeholders and product owners to validate requirements, identify gaps, and deliver solutions
* Maintain standard documentation to comply with CMMI standards
* Define detailed stories with applicable acceptance criteria in collaboration with the product owners and technology team
* Lead product backlog grooming and assist in sprint planning
* Elaborate software requirements specifications and software design specifications for new, enhanced, and retired applications
* Collaborate with product owners, subject matter experts (SMEs) and developers to document the customer needs in the form of user stories and translate that into the product backlog in JIRA
* Work with product owner with user story prioritization before the sprint planning meeting
* Perform demos for the stakeholders of new functionality that was created in the current sprint
* Ensure that all artifacts complied with corporate SDLC policies and guidelines
* Provide guidance to project managers, business owners, development team and subject matter experts to resolve the outstanding issue and action items are taken in the review meeting
* Participate in development of training materials for the new technology and organizing user training
* Perform task decomposition, delegated tasks and monitored project milestones using SharePoint
* Facilitate defect review meetings involving stakeholders to review defects, identify severity

**Secure Info-Tech Solutions November 2016- August 2018**

**Business Analyst**

* Reviewed, analyzed, and managed system and user requirements from business users
* Conducted gap analyses between current business processes
* Worked with the business and technical teams to clarify functional requirements
* Documented detailed proposals, functional and data business requirements, process flows, use cases, information needs, test scenarios, and obtain functional design specification approvals
* Tracked bugs and ensure issues are resolved before going to production
* Facilitated requirements gathering work sessions and document findings into a traceability matrix
* Collaborated with business and technology leads to identify the appropriate data for testing and prepare that data for the test cases
* Identified and documented system requirements recommending system priorities
* Documented product backlogs and user stories guided by acceptance criteria and obtaining documentation signoff
* Conducted joint application development (JAD) sessions with stakeholders throughout SDLC to resolve open issues
* Ensured that all documentations were complied with corporate SDLC policies and guidelines
* Worked with the QA and testing team to help with reviews on test plans and test cases for functional and integration testing
* Acted as primary liaison to QA team, create test scenarios and perform UAT
* Designed and developed test scenarios and test cases based on business requirements, technical specifications, and use cases
* Assisted in weekly status meetings with development Team, QA Manager, clients and develop meeting-minutes
* Maintained the requirements traceability matrix to track requirements coverage
* Documented any issues or defects and eventually got the sign off from the right parties
* Manually verified the validity of the failed test cases

**inSpiral Visionary Products November 2013 – December 2015**

**Business Manager**

* Managed an account of over 400 customers and clients
* Communicated with the business owner and with different levels of management to identify requirements, use cases, and to develop functional specifications
* Developed use cases, use cases diagrams, and activity diagrams, to define system functionalities as per business requirements

**SportsPro April 2012 – September 2013**

**Requirement Analyst/ Project Coordinator**

* Successfully engaged organisations regarding the benefits of presenting their products and services within SportsPro magazine and website
* Developed new business and managed clients UniCredit. PwC. Real Madrid
* Communicated with the business owner and with different levels of management to identify requirements, use cases, and to develop functional specifications
* Developed use cases, use cases diagrams, and activity diagrams, to define system functionalities as per business requirements

### **EDUCATION**

* **MBA, Webster University St. Louis | 2016**
* **BSc, Marketing and Business Studies, Middlesex University London | 2008**
* **AWS Certified Cloud Practitioner | 2021**

### **TECHNICAL SKILLS**

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| Requirement Management Tools  | SharePoint, JIRA, Confluence |
| UML, Business Modeling Tools/ Requirement Management Tools | Lucidchart, MS Visio, DrawIO, JIRA, Trello, MS Suite including Excel  |
| Change Management Tools | Git, GitHub, Jenkins |
| Databases/ Database Tools | SQL Server, SQL, Oracle, SQL Plus, SQL Developer |