



# Shubham Andotra

BUSINESS ANALYST

## Profile

Highly skilled professional with 2.5 years of experience managing large-scale traditional Waterfall and Scrum projects. Well-versed in leveraging cross-functional IT, Agile, and QA teams to complete project deliverables on time and within budget. He has demonstrated success in applying project management best practices, technical expertise, and business acumen to achieve targeted results consistently.

Understanding Business Documents and preparing Functional Requirements documents, Wire-framing, and Mock-ups.

Experienced working with Enterprise Applications, Desktop Apps, Web Applications and Mobile Applications requirement analysis and development.

## Employment History

### Sr. Business Analyst , OM SOFTWARE PVT LTD , Pune

JUNE 2022 – PRESENT

- Actively managing projects in various domains like healthcare, Ed tech, Property Assessment, E commerce website and Mobile Applications.
- Participated in Business Calls with existing and new Stakeholders to understand upcoming business requirements
- Analysis activities- Proposal submission, Analyzing the business RFPs submitted by the prospects.
- Document new product features and write user manuals
- Contribute to domain success by building strong bonds between the business and development team, empowering the development team by setting a business context
- Working as a facilitator, investigator and fact checker- finding gaps and working closely with the product owner.
- Create BRD, FRD, wire-frames and Mock-ups
- Managed front-end and back-end development in the company's Portfolio Analyst, Employee Track, and Account Management systems.

### Assistant Product Manager , 6D Technologies , Bengaluru

APRIL 2021 – MAY 2022

- Creating documents like RFP/Sow/RFQ/BOQ and all the supporting documents.
- Client Presentation
- Project related to BSS stack which includes CRM, Sales Lead Generation, Billing and invoicing, Campaign Management, Unified Product Catalogue, and Partnership Relationship Management.

### Pre Sales Consultant , OM SOFTWARE PVT LTD , Pune

JULY 2018 – APRIL 2019

- To get international clients related to Web and App Development, Strategic Consultancy to the company and to keep fruitful relationships with the existing clients.
- Creates user stories and acceptance criteria from themes and features granular enough for a single sprint.
- Creates, maintains, prioritizes, and sequences the product backlog based on business value.

## Details

Pune

India

8888156099

[Shubhamandotra5577@gmail.com](mailto:Shubhamandotra5577@gmail.com)

## Links

[LinkedIn](#)

## Skills

Leadership

Communication

Business Analysis

SQL

Knowledge of Technical Diagrams

Figma

Knowledge of Agile Methodology and Scrum

API Testing

## Languages

English

Hindi

Marathi

Punjabi

German

- Conducted UAT (User Acceptance Testing) to make sure that all the user requirements are catered to by the application.
- Creating Wire frames using Balsamic

## Education

**MBA- Marketing, Sri Balaji University , Pune**

JUNE 2022

**Bachelor of Engineering- Electrical, K.K. Wagh College of Engineering,  
Nashik**

JUNE 2018