

Amit Porwal

91-9461786241 | Pune, Maharashtra

amit-porwal@outlook.com | amit-porwal.com | linkedin.com/amitporwal1

Profile

Results-driven IT Business Analyst with 5 years of industry experience in delivering websites, web applications, and mobile application projects. Skilled in requirement gathering, stakeholder management, and translating business needs into effective technical solutions. Adept at process analysis, documentation, and collaborating with cross-functional teams to ensure project success. Proven ability to bridge the gap between business objectives and technology solutions, ensuring quality outcomes and client satisfaction.

Skills

Technical Skill AI Tools, Agile, WordPress, Google Analytics, MailChimp, HubSpot, LucidChart, Figma, Balsamiq, UML Diagram, SDLC, STLC, Power BI, Microsoft Tools, Jira, Quality assurance and Quality control

Soft Skill Stakeholder management and relationship building, Communication, Analytical thinking, Change management, Decision-making, Empathy and listening skills, Leadership and Decision-making

Experience

Senior Business Analyst

May 2024 - Present

BNS Group

Vadodara, Gujarat

- Led end-to-end delivery of web and mobile application projects, managing scope, timelines, and budgets.
- Directed cross-functional Agile teams (developers, QA, designers) ensuring on-time and quality delivery.
- Conducted stakeholder workshops, gathered requirements, and translated business needs into technical deliverables.
- Developed detailed project plans, sprint backlogs, and release schedules to track progress effectively.
- Oversaw risk management, impact analysis, and change control to minimize delivery disruptions.
- Managed domain and hosting setup, third-party API integrations (payments, shipping, and notifications).
- Coordinated Go-Live activities, deployment readiness, and post-implementation support.
- Presented project updates, dashboards, and client demos to senior stakeholders and leadership.
- Delivered 6+ projects with 95% on-time completion and reduced post-live issues by 20% through enhanced QA practices.

Business Analyst

Apr 2021 – Apr 2024

Arokia IT LLC

Bangalore, Karnataka

- Managed complete project lifecycle (SDLC & STLC) for websites, mobile apps, and CRM enhancements.
- Defined project scope, created BRDs/FRDs, and aligned deliverables with client business goals.

- Collaborated with developers, QA, and product owners to ensure sprint goals were achieved.
- Facilitated sprint planning, backlog grooming, UAT sessions, and defect resolution.
- Implemented process improvement initiatives, reducing requirement gaps by 15%.
- Coordinated vendor and stakeholder communications, ensuring timely sign-offs and approvals.
- Created detailed project reports, progress trackers, and client status updates.
- Delivered 20+ client projects across e-commerce, CRM, and Mobile application with consistent stakeholder satisfaction.

Projects

WordPress Website Development (Static/Ecommerce, Charitable)

- Configured and maintained domain, hosting, and SSL certificates
- Integrated Woo Commerce for e-commerce functionality with payment gateways
- Managed API integration for shipping, donation modules, and tax calculators
- Designed role-based access control (RBAC) for admin and user portals
- Conducted SEO optimization and implemented analytics tracking

Mobile Application Development

- Defined API contracts for mobile app integration with backend systems
- Designed workflows for push notifications, geolocation services, and OTP-based authentication
- Coordinated on UI/UX prototyping using Figma/Adobe XD for mobile-first design
- Prepared release notes and mobile app store submission requirements

ERP Software Enhancement

- Customized ERP modules for HR, finance, and inventory workflows
- Integrated ERP with external APIs for compliance and vendor systems
- Designed workflow automation rules to improve process efficiency

Delivery & Tracking Solutions

- Developed workflow diagrams for driver routing and order assignment
- Integrated GPS tracking APIs for real-time delivery visibility
- Created data mapping documents between ERP and logistics system
- Defined exception handling rules for delayed/missed deliveries

Product Sterilization System

- Documented sterilization process workflows for compliance tracking
- Defined system alerts and audit trail mechanisms for regulatory adherence
- Designed batch tracking and sterilization generation features
- Conducted compliance validation against quality and safety standards

Education
