**VENKATESH KORUTLA**

**Business Analyst / Scrum Master**

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# PROFESSIONAL SUMMARY

* **Certified Scrum Product Owner and experienced Business Analyst** with 10+ years in the Financial Sector.
* Proficient in applying Agile, Scrum, and Waterfall methodologies to manage projects across diverse environments.
* Advanced usage of JIRA for tracking requirements, managing backlogs, executing sprint cycles, and maintaining full project visibility.
* Proven ability to facilitate stakeholder engagement, aligning business objectives with technical solutions through effective communication.
* Extensive experience in BPMN and UML modeling (Use Case, Sequence, Activity Diagrams), mapping intricate business processes, and system interactions.
* Expertise in impact analysis, gap analysis, and risk analysis, identifying and mitigating potential technical challenges.
* Highly experienced Business Analyst with a robust technical background in requirement elicitation, analysis, and documentation.
* Advanced proficiency in SQL for designing complex queries, performing deep data analysis, and delivering high-performance solutions.
* Skilled in leveraging Microsoft Excel (VLOOKUP, Pivot Tables) for data manipulation, reporting, and analysis.
* Strong experience in SharePoint for document management and collaboration, ensuring seamless communication across technical and non-technical stakeholders.
* Strong ability to create actionable data insights using Tableau and Power BI, developing interactive dashboards and complex visualizations.
* Expertise in wireframing and prototyping with Justin Mind and Smart Draw, transforming business requirements into intuitive, user-friendly designs.
* In-depth knowledge of HTML, CSS, and XML for translating technical specifications into fully functional web solutions.
* Deep technical knowledge in performing detailed gap analysis and impact assessments, ensuring system architecture meets business requirements.
* Adept at integrating multiple technologies and ensuring systems work seamlessly together, providing scalable solutions that enhance business operations, data integrity, and user experience.
* Advanced capability in performing impact analysis to assess the potential effects of proposed changes on existing systems, ensuring minimal disruption.

### **CERTIFICATIONS**

* **Certified Scrum Product Owner (CSPO)** – Scrum Alliance
* **Certified ScrumMaster (CSM)** – Scrum Alliance

# EDUCATION

● Osmania University, Hyderabad, India

Bachelor of Business Administration



# TECHNICAL SKILLS

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| Category | Skills |
| Business Skills | Requirement Elicitation, Analysis, Documentation, Impact Analysis, Stakeholder Engagement, Gap Analysis, Risk Analysis |
| Software  Methodologies | Agile, Scrum, Waterfall |
| Requirements Management | JIRA, SharePoint |
| Data Analysis & Databases | SQL, Microsoft Excel (VLOOKUP, Pivot Tables), Oracle |
| Data Visualization & Modeling | Tableau, Power BI, BPMN, UML (Use Case, Sequence, Activity Diagrams) |
| UI Prototyping | Justin Mind, Smart Draw |
| Programming Languages | SQL, XML, HTML, CSS |
| Defect Tracking Tools | JIRA |

# PROFESSIONAL EXPERIENCE

**Business Analyst / Scrum Master**

## Sompo International, NY Mar 2023– Present

* Led Agile transformations and Scrum adoption across large teams, utilizing JIRA, Confluence, and Trello to drive successful project deliveries through iterative and incremental approaches.
* Facilitated all Scrum ceremonies, including Daily Stand-ups, Sprint Planning, Reviews, and Retrospectives, ensuring consistent progress and continuous improvement using Zoom, JIRA, and Miro.
* Configured and managed JIRA to track sprints, manage backlogs, and provide progress reporting, ensuring team visibility and transparency.
* Utilized Lucidchart and Signavio to model, analyze, and optimize business processes, ensuring clear workflows and efficient system interactions across both technical and non-technical teams.
* Engaged with stakeholders using Microsoft Teams, JIRA, and Confluence to gather feedback, ensure requirements were met, and effectively incorporate changes into the project lifecycle.
* Led risk analysis sessions using JIRA and Miro, identifying project risks early and developing mitigation strategies to ensure timely and effective resolution.
* Conducted requirement elicitation through workshops, interviews, and user feedback, utilizing JIRA, Confluence, and Miro to define clear, actionable user stories and functional requirements.
* Led impact analysis efforts using JIRA to assess the potential effects of system changes on processes, stakeholders, and business outcomes.
* Wrote and optimized complex SQL queries using SQL Server, Oracle, and MySQL Workbench to extract and analyze data for business reporting and decision-making.
* Automated reporting tasks with Excel Macros and enhanced data visualization and reporting capabilities with Power BI to improve team efficiency.
* Designed and developed interactive dashboards using Tableau and Power BI to track real-time key performance indicators (KPIs), business performance, and trends.
* Collaborated with Product Owners to translate business needs into prioritized backlogs, enabling timely and valuable deliveries.
* Acted as proxy Product Owner to define user stories and manage sprint goals in absence of key stakeholders.

**Environments**: JIRA, Confluence, Trello, Zoom, Miro, Microsoft Teams, Lucid chart, Signavio, SQL Server, Oracle, MySQL Workbench, Excel (Excel Macros), Power BI,

Tableau.

**Business Analyst / Scrum Master**

## Nationwide Insurance, Harleysville, PA Aug 2020 – Feb 2022

* Led Agile adoption across cross-functional teams using JIRA, Confluence, and Miro, driving efficiency and continuous improvement in software delivery.
* Facilitated Scrum ceremonies (Daily Standups, Sprint Planning, Sprint Review) using Zoom for remote collaboration, JIRA for task tracking, and Miro for visualizing goals.
* Led JIRA implementation and customization, including Scrum boards, backlog grooming, sprint planning, and sprint reviews to ensure smooth Agile execution.
* Documented and optimized business processes with Signavio and Lucidchart, ensuring clear workflows and system interactions across technical and non-technical teams.
* Acted as a liaison between technical teams, business leaders, and stakeholders, using JIRA, Confluence, and Microsoft Teams to ensure effective communication.
* Conducted regular risk assessments with JIRA, using its risk management features to track, monitor, and mitigate risks while ensuring alignment with project timelines.
* Led requirement-gathering sessions with stakeholders, translating business needs into actionable user stories in JIRA and Confluence to ensure alignment with the product vision.
* Conducted gap analysis using JIRA and Lucid chart to identify discrepancies between systems and business needs, offering recommendations for process improvement.
* Led impact analysis efforts with JIRA, assessing how new features or system changes might affect existing processes and stakeholders with minimal disruption.
* Generated reports from databases using SQL, Power BI, and Tableau, providing insights on performance metrics and trends for business stakeholders.
* Conducted ad-hoc data analysis using SQL Server, Excel, and Power BI, presenting findings to management to address immediate business concerns.
* Refined and prioritized product backlogs to ensure alignment with evolving business goals and customer needs.
* Partnered with Product Managers and stakeholders to define product vision and roadmap for multiple Agile teams.

**Environments:** JIRA, Confluence, Miro, Zoom, Microsoft Teams, Signavio, Lucid chart,

SQL Server, Excel, Power BI, Tableau

**Business Analyst**

## Plaid San Francisco, CA Jan 2017 – Jul 2020

* Interacted with Business Stakeholders and marketing team to identify customer requirements and documented that can enhance market position.
* Led Agile transformations using JIRA, Confluence, and Miro to tailor Scrum frameworks, promoting iterative development and collaboration across teams.
* Collaborated with Product Owners to prioritize and refine the product backlog using JIRA, ensuring user stories aligned with business objectives and adhered to INVEST criteria for development readiness.
* Tracked project progress and sprint velocity with JIRA and Jira Portfolio, providing Realtime visibility into project health, sprint metrics, and issue management.
* Created process models with Lucid chart and Signavio, visualizing end-to-end workflows and aligning development teams with business goals to improve transparency.
* Managed stakeholder expectations using Confluence for documentation and Microsoft Teams for ongoing communication to align goals, timelines, and features.
* Facilitated risk workshops with cross-functional teams using Miro and JIRA, identifying and prioritizing risks, and developing mitigation plans for smooth project execution.
* Elicited and validated requirements through interviews and workshops, using JIRA to track user stories and Confluence to capture business and technical documentation.
* Worked with business and technical teams using JIRA and Confluence to assess the impact of proposed changes, ensuring alignment with business objectives and minimizing disruption.
* Collaborated with business stakeholders to document pain points and recommend solutions using JIRA, Confluence, and Lucid chart for process mapping and gap analysis.
* Ensured data accuracy by performing validation checks using SQL Server, MySQL Workbench, and JIRA for tracking inconsistencies and data-driven decision-making.
* Built dynamic data models using Power BI, Tableau, and SQL to forecast business performance and provide leadership with actionable insights for decision-making.
* Defined reporting requirements with stakeholders, utilizing Power BI and Tableau to create dashboards and visualizations aligned with business goals and key metrics.
* Developed HTML/CSS code for web prototypes using Visual Studio Code and Bootstrap, ensuring alignment with user experience goals and business requirements.
* Represented business stakeholders during backlog grooming sessions, advocating for high-value features aligned with customer and market needs.

**Environments:**  Confluence, Miro, Jira Portfolio, Microsoft Teams, Lucid chart, Signavio, Zoom, Power BI, Tableau, Visual Studio Code, MySQL Workbench, SQL Server.

**Business Analyst**

## Compu-Vision Pvt. Ltd, Mumbai, India Oct 2014 – Dec 2016

* Used Scrum tools like JIRA, Trello, and Jira Portfolio to guide development teams in adopting Scrum practices, optimizing processes, and improving productivity and velocity over multiple sprints.
* Configured JIRA dashboards and reports to track sprint progress, velocity, and team performance, enabling data-driven decision-making and continuous process improvement.
* Facilitated stakeholder meetings using Zoom and Teams, ensuring alignment on project progress and gathering feedback to refine backlog items and product features.
* Managed project risk logs in JIRA and Trello, tracking identified risks and mitigating them through proactive communication and cross-functional collaboration.
* Trained and mentored teams on Agile principles and SCRUM ceremonies using Miro for visual collaboration, fostering self-organization and accountability within the teams.
* Collaborated with stakeholders to analyze business processes using Lucid chart and Miro to map workflows, identify bottlenecks, and design optimized solutions.
* Documented business and technical requirements in Confluence, ensuring clarity for both development teams and business stakeholders for smooth implementation.
* Provided detailed change reports using Confluence and JIRA, highlighting expected outcomes, risks, and benefits of changes for decision-makers.
* Worked with cross-functional teams to define the future state and implement changes, by using JIRA and Confluence for tracking tasks and documenting progress.
* Collaborated with development teams to maintain and improve database schemas, using MySQL Workbench, SQL Server, and JIRA for database optimization and tracking.
* Utilized advanced Excel functions (e.g., VLOOKUP, Pivot Tables) to create business reports and dashboards for management, leveraging Excel and Power BI for data analysis and visualization.
* Used SQL and XML to integrate data between systems, ensuring consistent information flow, with SQL Server, MySQL, and JIRA for tracking integration tasks.

**Environments**: JIRA, Trello, Jira Portfolio, Miro, Zoom, Microsoft Teams, Confluence, Lucid chart, Miro, MySQL Workbench, SQL Server, Excel, Power BI, SQL Server, MySQL.