



# Poojan Rawat

## Analyst

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A Motivated Analyst, who is Teamwork-oriented and responsible Individual with significant knowledge in requirements gathering, documentation, and market analysis to deliver secure, scalable IT solutions. Good working Knowledge in SDLC Model (Agile).

- Proficient in Gathering & Analyzing Business Requirement Document (BRD) to create Test Scenarios and Test Cases.
- Prepare Traceability Matrix, Test execution report, Bug Tracking. Experienced in Functionality Testing, Integration Testing, Regression Testing, System Testing, GUI Testing (Usability Testing). • Logged and Tracked defects using tools like (ALM) and (JIRA), ensuring customer satisfaction and driving business growth

## PROFESSIONAL EXPERIENCE

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2023 – present  
Gurugram, India

### Quality Analyst

#### Tosh Innovations

##### E-learning Web Application | Analyst | Testing

- Worked in Agile software development methodology and attend daily scrum meetings.
- To provide the daily updates and collectively document the team updates also actively involved in Scrum ceremonies such as Sprint Planning, Sprint Review and Retrospective Meetings. Creating BRD, FRDs and User stories.
- Liaising between the IT department and the development department Gathering critical information, • Creating, analysing and validating detailed functional specifications, outlining problems, opportunities and solutions using tool ALM.
- I collaborate with testing teams to develop test plans, test cases, and scenarios based on the documented requirements.
- Involved in Functionality, Integration, System, Regression, Re-Testing and monitoring software defects using bug tracking tool JIRA.
- Escalate issues to developers and verify fixes. Actively participate in project status meetings and monitoring deliverables and ensuring timely completion of projects. Involved in API testing and analysing API documentation.
- Expertise in performing CRUD operations using Postman tool.
- Good understanding of Status codes and Handled request and response payload.
- Better understanding of Classic selenium and Core java to do UI testing and supported to perform frontend testing.

2022 – 2023  
Gurugram, India

### Associate Analyst

#### GlobalLogic (A digital Product Engineering subsidiary of Hitachi Group)

##### Ecommerce Web Application | Analyst | Testing

- Requirements Gathering, interacting with stakeholders, including clients, end-users, and internal teams, to identify and document their needs, objectives, and requirements for a particular project or system. Accordingly, create BRD, FRDs.
- Business Analysis and Project management requirements and created Traceability matrix between requirements and test cases.
- Involved in writing test scenario's and convert them into test cases and execute test cases by using ALM.
- Involved in Functionality, Integration, System testing, Re-Testing, Regression Testing during the various phases of the application testing.

- Maintained a clean and organized daily and weekly status reports for the project.
- Consistently met project deadlines and exceeded client expectations.

#### **Healthcare Web Application | Analyst | Testing**

- Worked in Agile software development methodology to provide the daily updates, Creating, analyzing, and validating detailed functional specifications and business requirement documents.
- Performed Smoke testing, Adhoc testing, Integration testing, Re-Testing, Regression Testing at various phases of development life cycle for affected existing functionality Reporting and monitoring software defects using ALM.
- Demonstrated strong attention to identify inefficiencies and opportunities for improvement, and proposing solutions to streamline operations.

## **EDUCATION**

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- Master of Commerce, 2022 (Gurugram University)
- Diploma in Business Administration, 2022 (Narsee Monjee University)
- Bachelor of Commerce, 2020 (Shree Guru Gobind Singh University)

## **SKILLS**

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### **Technical Skills**

ALM , JIRA , TESTRAIL , Postman , Eclipse

- Manual Testing
- Testing Methodologies
- Agile Project methodology
- API testing
- Figma
- Classic Selenium(front end Testing)
- MySQL
- Core Java

## **AWARDS**

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### **Certificates**

- I have secured 1st position in my graduation.
- Certified with Soft Skills offered by TCSion.
- Participated in extempore competition at SGT University.
- I have participated in National Finance Olympiad, National Cyber Olympiad .
- Honoured with NCC 'A' Certificate.

## **DECLARATION**

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The information presented in this resume accurately reflects my qualifications and experience.

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**Poojan Rawat**