

SUMMARY

Senior Business Analyst with 10+ years’ experience in finance and insurance, driving data modernization, process optimization, and analytics. Skilled in ERP (Oracle, SAP, NetSuite), AWS/Redshift, Power BI, Tableau, and ETL workflows. Improved financial reporting by \$3.2M, reduced billing cycles by 16%, and ensured HIPAA, ACA, and SOC 2 compliance. Expertise in requirements elicitation, gap analysis, stakeholder management, and mentoring to enable cross-functional collaboration and data-driven decisions.

SKILLS

Data Analysis & Reporting: Advanced Excel (Pivot, Power Query, VBA/Macros), SQL (MS SQL, MySQL, Oracle, PostgreSQL), Power BI, Tableau, KPI Dashboards, Trend Analysis	Automation & Programming: Python, R, Power Automate, Excel Macros
Business Process & Requirements Management: MS Visio, Lucidchart, BPMN, BRD/FRD/SRS Documentation, Requirement Traceability, UAT Scripts & Test Scenarios, Workflow Mapping	Data Integration & Databases: ETL Concepts, Data Mapping & Validation, Transformation Logic, Legacy-to-New System Integration, Query Optimization
Enterprise Finance & ERP Systems: Oracle, SAP, NetSuite, Workday, QuickBooks, BlackLine; Billing, Reconciliation, Financial Adjustments	Project & Process Management: Agile (Scrum/Kanban), Waterfall, SDLC, Backlog Grooming, Sprint Planning, UAT Coordination
Cloud & Data Platforms: AWS (S3, Redshift), Microsoft Azure, Snowflake; Data Lake & Data Warehouse Concepts	Collaboration & CRM Platforms: JIRA, Confluence, Salesforce, SharePoint
	Regulatory & Compliance: SOC 2, HIPAA, GDPR Awareness, Audit Preparation, Policy Review

WORK EXPERIENCE

Senior Business Analyst Archer Daniels Midland	Jan 2025 – Current
- Lead enterprise-wide data modernization initiatives across multiple ERP systems, designing and automating validation pipelines with AWS S3/Redshift, consolidating reporting processes, and improving financial reporting accuracy by \$3.2M annually. - Coordinate and optimize business workflows for procurement and finance teams, shortening approval cycles by 12 days per month, improving cross-functional collaboration, and maintaining SOC 2 audit compliance. - Develop comprehensive KPI dashboards and predictive reporting models using Power BI and Tableau, integrating multiple data sources to provide actionable insights that support forecasting, trend analysis, and executive decision-making. - Facilitate stakeholder workshops and requirements elicitation sessions, mentoring junior analysts while translating complex operational challenges into measurable business outcomes and streamlined processes.	
Senior Business Analyst Global Benefits Group	Feb 2019 – Jul 2022
- Directed the Actisure system migration for corporate insurance policies, designing and managing ETL pipelines to ensure 99.8% data accuracy, seamless integration, and full compliance with regulatory standards. - Authored BRDs, FRDs, and UAT scripts, coordinating testing and stakeholder approvals to maintain zero regulatory deviations. - Performed gap analysis and process mapping for premium processing, claims adjudication, and member enrollment, reducing migration errors by 18% and ensuring smooth system integration. - Designed automated 90-day renewal reminder workflows using Excel Macros and Power Automate, increasing client retention by 22%. - Facilitated Agile ceremonies and sprint planning for multi-module insurance initiatives, speeding up delivery.	
Business Analyst	Aug 2018- Feb 2019
- Generated 350+ monthly invoices across multiple employer groups, collaborating with finance teams to ensure 98% posting accuracy, timely billing cycles, and strict audit compliance. - Reconciled premium payments for 1,000+ employer accounts, improving alignment of remittance schedules with coverage timelines by 15% and enhancing overall reporting accuracy for finance and operations teams. - Investigated billing discrepancies, collaborating with finance teams to cut resolution time by 21% and improve monthly close efficiency.	
Senior Enrollment Specialist UnitedHealth Group	Sep 2013 – Aug 2018
- Managed member enrollment, claims adjudication, and policy administration in Facets, achieving 98.5% billing accuracy, HIPAA/ACA compliance, and streamlined operations across 1,200+ accounts. - Reconciled premiums, commissions, and adjustments for 1,200+ member records, improving month-end close accuracy by \$2.1M. - Led process improvement initiatives for eligibility verification and terminations, reducing operational turnaround times by 16%. - Coordinated UAT planning and execution, testing Facets workflows and EDI 834/837 processes, ensuring zero production errors. - Conducted stakeholder workshops to review enrollment and billing processes, identified gaps, and provided actionable insights that improved cross-team collaboration between IT, finance, and operations.	
Process Associate Genpact	May 2013 – Aug 2013
- Executed month-end reconciliations and maintained general ledger entries for 150+ accounts, ensuring accurate financial reporting, timely month-end and quarter-end closures, and strict adherence to SLA and audit requirements. - Developed Excel-based amortization schedules and variance tracking for prepaid expenses, improving reporting accuracy, audit readiness, and month-end/quarter-end financial transparency. - Supported ETL-driven data extraction, transformation, and validation for financial datasets, ensuring seamless, accurate, and reliable integration into legacy-to-new system workflows while maintaining data integrity and compliance standards.	

EDUCATION

Master of Science in Business Analytics Trine University, USA	Aug 2022 – Aug 2024
Bachelor of Commerce (Major: Computers) Osmania University, India	Jun 2009 – Apr 2012