CV. Business Analyst

Name and surname: **Nikita Spiridonov**

Birthday: **30.05.2001**

Location: **Belgrade, Serbia**

Work permit: **Serbia, Russia**

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About

3 years of Business Analysis

1 year of Software Engineering

Bachelor's Degree in Business Engineering

Certificate of Data Analysis courses (Kaggle)

Certificate of UX courses (Uxcel)

Certificate of Frontend Dev courses (Scrimba)

English B2 spoken and written.
Russian Native.

Work Experience

Company: <u>Heads and Hands</u> — *Digital Ecosystem Development Studio*

Aug 2022 — Present. Role: **Business Analyst**

- Designed documentation and established analytics processes for over 5 large app projects.
- Conducted a demo of application prototypes with the client, incorporating their feedback to refine the final product and ensure it meets their expectations.
- Gathered requirements from client and agreed on the implementation specification.
- Interviewed the product's target audience to identify their pain points and design CJM, contributing to business processes improvement.
- Participated throughout the sprint: conducted grooming sessions with developers, prioritized bugs with QA.
- Worked with product analyst to study user behavior and create insights, helping the customer plan their backlog for the next few months.

Tools: BPMN, UML, Kano Model, Flowchart, Screen Flow, Task Flow, Mind Map, Site Map, Interview.

Software: Notion, Figma, Miro, Confluence.

Artifacts: Functional Requirements, Functional Specification, Technical Frontend Specification, Presentation, Prototype.

Company: <u>Yandex</u> — *Search Engine and Digital Services Ecosystem*

Nov 2021 — Jun 2023. Roles: **Business Analyst**, **Lead Assessor of Development**

- Became the pioneer of business analysis & consulting within the business unit, organized the business analysis workflow.
- Automated over 30 processes of varying complexity and documented user guides for running these processes in the client's environment.
- Created interactive BI dashboards and customized charts from scratch to meet client needs.

Tools: SQL, Javascript, Groovy, Flowchart.

Software: DataLens BI, Postman, Integration / Automation platforms, Yandex Tracker, JSON formatter.

Artifacts: Script, Chart, Dashboard, Automated Process, Functional Description, Technical Frontend Specification.