

Peter Rudenko

Business Analyst

CONTACT

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SUMMARY

Experience as a Manager 6+ years, Project Manager 2+ years.

3+ years of experience earning stakeholders' trust while helping them achieve their objectives and goals. I am known for inventing and simplifying processes to maximize workflow and productivity.

I perfectly understand the stakeholders from the domains:

- design and architecture (2+ years of experience);
- mass production, ERP (10+ years of experience);
- housing construction (4+ years of experience).

Key Business Analysis competencies

- Elicitation and verify Business requirements;
- Non-functional Requirement Analysis;
- Definition of acceptance criteria;
- Work close with Design team: analysis of business rules, mockups creation, prototyping, BA review, final approval
- Techniques: Workshops, Interview, Document analysis, SWOT Analysis, The 5 Whys; User Stories, Mind Mapping, Process Design, Roles and Permissions Matrix;

EXPERIENCE

Business Analyst

Freelancer, 2022 - PRESENT

Deliveries, and stakeholder interaction:

- Interact with the key Stakeholders and Business Users to understand the need and goal business of the client;
- Presentation of planned solutions.

Methodologies:

- Agile, Waterfall;
- Scrum activities:
 - Backlog refinement prioritization
 - Sprint planning sessions
 - Demo sessions
- Kanban activities
 - Workflow Visualization
 - WIP limit
 - Implementing Feedback Loops

Modeling and notations:

- BPMN. Business process definition and description
- UML: Activity diagram, Object diagram, Component diagram, Use case diagram

EDUCATION

Master of Business
Administration
Higher School of Management
Personnel, Bialystok 2021 - 2022
Business Analyst course (Laba)

SKILLS

Process Optimization
Business Analysis
Project Management
Budgeting
Modeling (UML/BPMN)
Sprint planning sessions
Requirements Analysis
Educational Leadership
Quality Management
Interaction Design

TOOLS

Asana
Trello
Jira
Confluence
Miro
Figma
Draw.io
Youtrack
Notion
GitHub
Google Sheets
Google Docs
Google Data studio
Microsoft Office 365
Google Workspace

LANGUAGES

Written English (B1)
Spoken English (A2)
Ukrainian (basic)
Polish - (basic)
Belarussian (native)

HOBBIES

Filmmaker
Bonsai
Hiking



Project manager

[Tengo Group](#), 2020 - 2022

Domain: design and architecture, construction, cloud software

Management:

- Completed 8 projects for a total of 565k euro together with a cross-regional team
- Used mix methodology Waterfall + Agile
- Reporting (finance and materials) 4+ reports per month
- Developing a tool analysis and visualization of the portfolio of projects

Collaboration and Communications:

- Developed and approved close with Design team a 210+ designs solution with the stakeholders workshops
- Developed close with engineers 25+ engineering solutions
- Solving problems between engineers and designers
- Scope modeling: scope of need, solution, change

Budgeting:

- Calculated 15+ budgets for fixed price projects for pre-sales (from 20k to 220k euro)
- Developing a tool for an automatic calculation of project budgets (Google sheets + script)

Process Optimization:

- Initiated, planned and completed the migration of the company's business processes from MS Teams to cloud platform Asana (28 projects, 4 teams, 28 employees)
- Responsible for the administration and configuration of the Asana.com platform for 30+ employees
- Created automation for 8+ business processes

Wrote 5+ user guides and guidelines

Conduct Demo sessions for Trained 25+ employees to work on the new platform

Team Lead \ Production Manager

[Rozum Robotics](#), 2019 - 2020

Domain: manufacture, startup

Managed and activated the work of a team of 8 people

Increased team KPI:

- Increased team productivity by 94% in 5 months
- Researched and improved 5+ technological processes
- Reduced product defects from 49% to 14% in 8 months

Created a database of parts and revised 7+ instructions

Database maintenance and tracing

Project Quality Manager

[Elementi](#), 2018 - 2019

Domain: furniture manufacture, ERP systems

Certification and quality control:

- Received for the company a declaration of conformity of the Customs Union of the EAEU
- Received ISO 9001-2015 certification for the company

Documentation:

- Prepared 23+ documents in accordance with the requirements of the Quality Management System
- Developed 10+ regulations for storage, labeling and accounting of products on Enterprise
- Prepared 135+ corrective actions based on the analysis of customer complaints