**AGBAJE DARE** |Business Analyst

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07471942971.

**Professional Profile:**

Expertise in performing process analysis, translating results into understandable terms, specifying areas of improvement, and recommending solutions. Well-versed in revitalising performance with an emphasis on continuous process improvement and value-added solutions that optimise organisational performance and deliverables. Focused leader with capacity to plan for effective and fast implementation of innovative solutions while removing barriers and spotting opportunities to go quicker. Expert communicator with ability to cultivate partnerships and build lasting relationships across all business sectors.

I have experience working as a Business Analyst and over 7years of experience as a Finance Analyst. I have covered different roles as a business analyst and finance advisor. Proven history of assisting company by developing and implementing updates to business operational standards and team organisation. A dedicated team player capable of leading and motivating the work groups towards achieving business goals.

**Skills and Expertise**

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| * Business process review * Agile methodologies(Scrum) & Waterfall Methodologies * Analytical Skills * Project Management * Requirement Management * Process Modelling and Analysis * MS office suite, Visio, Lucid Chart and Project, BPMN 2.0 * Stakeholder Management * Change Management | * Budgeting * Industry Analysis * Financial Data Analysis * Problem Solving * Risk Assessment * Financial Reporting * Microsoft Excel(SUMIFS, Pivot tables, VLOOKUP) * Financial Analytical Tool(Power BI) * Sage Software * Tableau |  |

**Professional Experience**

**Nov 2023-Present Mercytech Consultancy**

**Business Analyst**

**Project:** I am working on a software development project to build Learning Management System and repository to get rid of manual storage of documentation.

**Key Achievements:**

* Identified the purpose and the business needs that drives the migration and the outcomes the business wants to achieve.
* Carried out systems analysis to identify the systems that will be integrated and clearly define business processes that can be demonstrated to deliver improvements.
* Led requirement workshops to elicit requirements from the business, analyse and document the requirement.
* Conducted one to one interview with stakeholders.
* Development tasks for onward grooming into sprints.
* Collaborated with the data team to analyse, model, and visualise data.
* Identified and documented any Data gaps to allow change impact and downstream impact analysis to be conducted.
* Collaborated with developers to write user stories that conform with Acceptance criteria using best practice.
* Collaboratively worked on JIRA to ensure Epics, User Stories, Issues and Acceptance Criteria are documented in the sprint backlog.
* Participated in daily stand up and scrum ceremonies, sprint planning, reviews, and retrospectives.
* Created detailed use cases and process flow diagrams to support functional specifications (BPMN).
* Provided analysis of existing business processes using standard methodologies, including Lean to identify areas of improvement.
* Collaborated with the Project team to create BRD document.
* Communicated requirements to the business and IT and ensured clarity of requirements.

**Nov 2022-Present Freelance**

**Business Analyst**

* Analyse data sources to identify trends, gaps, and opportunities to increase revenue.
* Review business requirements while engaging stakeholders, third parties, and technical teams as appropriate.
* Create and interpret a process map to help start-up companies improve operational efficiency.
* Develop a business case for stakeholders and track the project's progress.

**Nov 2021-Oct 2022 Retail Grocery Inventory Service (RGIS)**

**Auditor**

* Stock confirmation with our handheld systems to provide data to our customers.
* Achieve 99% accuracy and 75% efficiency on stock take with numerous stores across England and Wales.
* Determine the amount of over-estimated items thereby reducing the overvalued inventory.

**April 2021 – Sept 2021 Axles and Cartage Limited**

**Business Analyst**

**Outline**

Manage the fuel cost budget to 25% of the company’s revenue.

**Key Responsibilities**

* Ensure optimum margin per litre on products purchased by sourcing from the right source, at the right time, and at the best possible prices.
* Drive efficiency in fuel utilization.
* Periodic reconciliation in fuel receipt, sales, and movement.
* Inspect truck fuel usage based on agreed consumption rate.
* Draw up fuel restock and fueling process for the company.
* Prepare and present weekly/monthly fuel report to the management.

**Key Achievements**

* Recommended operational improvements based on tracking and analysis.
* Worked closely with the stakeholders across grades (Business Lead and Managing Partners) as well as cross-functional teams.
* Partnered with cross-functional departments to reduce third parties’ purchase of fuel by 20% which resulted in cost savings of £0.5million.

**June 2013 – March 2021 The Filmhouse Limited- Imax Cinema**

**Finance Administrator**

**Outline**

Reduce overhead costs by 25% and streamline processes on payment voucher.

**Key Responsibilities**

* Audits workflow to ensure that all accounting transactions are processed accurately and in compliance with applicable requirements.
* Reviewed and justified expense reports and other expenditures.
* Active participation in monthly, quarterly, and annual budgeting.
* Review accounting processes and practices and improve where necessary to ensure efficient financial operations.
* To regularly communicate work plan, time schedule, arising problems, and results of related works to the immediate supervisor.

**Key Achievements**

* I was involved in the due diligence process carried out by KPMG to secure 12.5million pounds investors fund. I allocated all expense cost to SAGE software across all centers of the Cinema.
* Led the Quality Improvement project; this project was a data guided initiative, and it delivered changes with focus on strategy and process.
* I supervised the cost estimation of IMAX building project in the region of 4.5million pounds in 2016.

**Education**

**MSc International Business Management Sept 2021- Nov 2022**

Cardiff Metropolitan University, Cardiff UK.

**Research** into development of sustainable business model incorporating competitiveness (profitability) for new modular refineries in the Nigeria oil & gas downstream sector.

**BSc Economics** |Olabisi Onabanjo University, Nigeria|

Business Analysis Training |Mercytech Services| Sept-Oct 2023|

**References available on request.**