# Adebayo Saliu

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###### *PROFILE*

A highly driven and effective Business Analyst/ Scrum Master, with strong ability to gather and deliver user requirements within short timescales, whilst ensuring stakeholder buy in throughout the change process. I am well experienced in managing stakeholders at all levels, and working on cross-site projects, within waterfall and agile driven environment.

I can successfully meet business objectives, solve business problems and drive commercial success through mitigating risk by applying high level of standardised techniques and methodologies such as Agile and Prince2 with ability to bring clarity to requirements that are vague, incomplete or ambiguous. A confident communicator who works effectively on own initiative or as part of a team, contributing to organisation goals and objectives.

CORE COMPETENCIES

Enterprise Management – Workshop Facilitation – Business Process Modelling (BPMN, UML, Process Flows) – Agile/Scrum/Waterfall – Tools (Visio, MS Project, Rational Rose, Jira) – Gap Analysis – Stakeholder – SDLC– Management – Business Case - Prince 2 – Project Vision(PV) – SQL – Managing Software Projects – Tenacity – Communication – Flexibility – Self Diagnosis – Reliability – Cloud Computing- Time Keeping – Work Ethics – Resilience – Commitment – Analytical Mind – Problem Solver – Lean Six Sigma – DMAIC- GDPR Trained- Team Foundation Server 2012 (TFS) – Agile Scrum methodologies- Scrum Master (Accredited Certification)- ServiceNow

PROJECTS

* Achieved strong business engagement on a technical IT project (upgrading of a core CRM system) by identifying the urgency and the importance of the project and then building a compelling message to gain and sustain stakeholder engagement which finally led the project from being IT led and owned to being business owned
* Led implementation of website that was mobile and iPad responsive.
* Led the development of a CRM Dynamics web portal and integrated to the other back end systems
* Led the implementation of a new system integration using Enterprise Service Bus (Message Broker) that will accommodate interconnections between large databases.
* Led the implementation of SharePoint and data migration
* Development of Business Case documents and various Business Process Changes.
* Successfully delivered an increase eDocs enabled project in Santander Bank.
* Led the development of a paper free communication project and manages template briefs and request for change through with the right process.
* Transformation of projects in Retail banking.
* Achieved strong functional architect engagement on a technical functional specifications by analysing gaps between ‘AS IS’ and ‘TO BE’ on a paper free project (managing communication between the bank and the customers).
* Integration and migration of Local Care Record within 6 London Boroughs in South east London

###### *CAREER HISTORY*

**Lead Business Analyst Guys & St Thomas NHS Foundation Trust March 2018- August 2019**

* Worked with Lambeth and Southwark Council to understand the available data in the Mosaic Information Viewer (MIV) data warehouse to identify the data that needs to be shared with NHS using the Local Care Record system (LCR)
* Worked together with the Mosaic team to deal with defects identified from the Mosaic system on Local Care Record’s portal
* Discovering, capturing, and documenting the needs of end-users, and taking ownership of them throughout the delivery lifecycle
* Collaborated closely with product owner on backlog grooming to keep product backlog relevant and prioritized, ensuring acceptance criteria were agreed upon and stories are ready for sizing.
* Specifies information flows, processes/procedures, and data objects for the current "As Is" situation and/or the desired situation "To Be" to meet changed or new business requirements.
* Stand as the Lead Business Analyst on the Local Care Record, a clinical portal which has integrated NHS Trusts, GP Practices and Community Services across South-East London.
* Proficiently organized and facilitated daily scrum, sprint reviews, retrospectives, sprint planning and release planning.
* Experience in participating in sprint planning, sprint review, sprint retrospective, story and daily stand up sessions to collaboratively drive and deliver the various feature releases
* To define and determine the analysis process used based on the complexity of the business need.
* Use BPMN to communicate and depicts end-to-end business processes
* Using Agile approach for delivery stage of the software development by assisting project team to respond to the unpredictability of constructing software
* Translate IT Systems into functional specifications and detailed test plans.
* Work with product owner and other subject matter experts to define requirements in EPICS, user stories and acceptance criteria in Team Foundation Server (TFS).
* Use TFS in tracking/documentation of the project backlog items and managing of bugs.
* Lead the development of ‘To Be’ process in regards to data migration & integration project.
* Act as an SME and provide inputs for FHIR data standards.
* Review current data settings at each partner trust.
* Perform requirements gathering by organizing, conducting and lead requirements workshop.
* Managing all stakeholders including both internal and external stakeholders at different organisations.
* Perform impact and gap analysis of GDPR policies on existing data sharing and applying the right article for data sharing.
* Using UML to construct, specify, visualize and documenting the artefacts of software systems to be developed
* Working with product owners and business users to produce user stories and acceptance criteria.
* Engage with both business and technical teams to understand functional specification.
* To document high level requirements and understand ‘AS IS’ process and ‘TO BE’ journey
* To prepare detailed functional and non-functional requirements and document all these detailed requirements in a Business Requirement Document for Project Board approval.
* To facilitate ‘Requirements Workshop’ and ‘benefit workshop’ for projects on the pipeline.
* To Prepare and present proposal for data mapping.
* Use Visio to depict the current ‘AS-IS’ and ‘TO-BE’ for the integration project.
* Working collaboratively with project managers, business representatives, end users and technical teams within IT and the wider NHS trust across London South east to deliver systems that support effective and efficient business processes and align with NHS trusts strategy.
* Lead technical work stream, providing and managing of clear Epics, User Stories and Acceptance Criteria’s, to enable and facilitate the use case workshops within the sprint to refine and finalise the use cases within the sprint scope.
* Working together with the key stakeholders to prioritise requirement using MoSCoW.
* Leading the workshop for requirement gathering on a configuration project to add a new tab to the existing Local Care Record system.
* To facilitate the time and motion studies for the existing system to gather both positive and negative feedback through site visit.
* Ability to show strong stakeholder management skills, and the ability to communicate and build relationships effectively with a broad range of people, both verbal and in writing
* Able to manage budget assigned to the Workstream and the ability to identify and flag any future risk to budget on an assigned project.
* Managing service catalogues and workflows through ServiceNow
* Led the requirement documentation for developers and testers in user stories and acceptance criteria in BDD format
* Worked on all the **IT projects, using the project management techniques and the end-to-end Software Development Lifecycle**
* Used ServiceNow for all software request and also to respond to business demand engagement through ServiceNow platform.

**IT Business Analyst Santander Bank UK October 2017 - March 2018**

* Analyses business processes, identifies alternative solutions, assesses feasibility and recommends new approaches.
* Worked on a paper free project in partner with technical teams and other SME across the business to ensure that the business functions of the delivered solution meets customer requirements.
* To document high level requirements and understand ‘AS IS’ process and ‘TO BE’ journey.
* Managing partnership with business and technology stakeholders to elicit, analyse, translate and document people, processes and platform requirements.
* Process Mapping, to map business process from “as is” to “to be” on Visio.
* To interpret the business requirements into functional specifications and working closely with the design team to move these requirements through Agile delivery programme.
* key improvement areas for effective business process improvement
* Led the development of ‘To Be’ processes for the paper free programme through Agile delivery
* To ensure that all stakeholders are able to correctly interpret all aspects of the project by ensuring that requirements, decisions, designs, issues and other related activities are fully and un-ambiguously documented and communicated
* Worked in a big team of various disciplines which includes Solution Architect, Developers, testers etc. and was able to communicate effectively between the team.
* Worked with key stakeholders to prioritise requirement using MoSCoW.
* Used Confluence to manage all documentations within the project.
* Manages regulatory requirement accordingly to due approval from senior Stakeholders.
* Manages all handover process plan documentation relating to software delivery.
* Manages Software development life cycle from end to end.
* Managing partnership with the business and technology functions to support the delivery of multiple projects with strong business and technical change elements
* Ability to demonstrate experience of writing BDD Style user stories
* Knowledge of data-sourcing and data analysis using Excel and SQL
* Engage and work directly with stakeholders to understand and investigate needs, lead the analysis, planning and delivery of projects to meet user needs.
* Able to identify and compare the best processes or delivery methods to use, including measuring and evaluating outcomes.
* Helps the team to decide the best approach. Able to help teams to manage and visualise outcomes, prioritise work and work to agreed minimum viable product (MVP), print and scope.

**Agile Business Analyst Kent Community Health NHS Foundation Trust March 2016- Oct. 2017**

* Worked with product owner and other subject matter experts to define requirements in EPICS, user stories and acceptance criteria in BDD/Gherkin format
* Updated the Kanban workflow for project progress (Jira)
* Used Confluence to manage documents
* Participated in all scrum ceremonies like daily stand-ups, sprint planning, sprint review and retrospective
* Led the definition analysis approach for global transformation of the programmes including CRM system implementation
* **Led the documentation of 'AS IS' and work with the business to define 'TO BE' Mode**
* Led the documentation of the business requirement and specifications required for business case approval for the project delivery
* Led the relationship with third party customer and business users to capture functional and non-functional requirements through various means including workshops
* Worked with the key stakeholders (offshore & onshore) to identify key improvement areas for effective business process improvement
* Led technical work stream, providing and managing of clear Epics, User Stories and Acceptance Criteria’s, UML and Modelling to enable and facilitate the use case workshops within the sprint to refine and finalise the use cases within the sprint scope

**Agile Business Analyst** **Medway Maritime Hospital, Gillingham, Kent**  **Sept.2014- Feb 2016**

* Clarified client requirements, business needs and project objectives, via feedback sessions and client meetings, in collaboration with all stakeholders
* Worked in a big team that comprised of various disciplines which included Solution Architect, Data Architect, Developers, Testers, Ubn X Designers and so on, and was able to communicate effectively between the team.
* Used Jira in tracking/documentation of the project backlog items and managing of bugs
* Worked with product owner, key stakeholder and software development team to iteratively define the requirements into sprint sessions
* Led the quality assurance process before making the website live
* Led the development of "TO-BE" processes for the organisation.
* Worked with key stakeholders to prioritise the product backlog using MoSCoW
* Led the requirement documentation for developers and testers in user stories and acceptance criteria in BDD format
* Led workshop sessions with stakeholders to understand business needs and then translate to detailed requirement
* Worked with the Users and U.I designer to map out user journeys
* Led the selection of the appropriate elicitation techniques to efficiently identify the critical requirements and to then refine these and provide them in the agreed format, to the budget submission timetable
* Led business process mapping of activities in different areas of the business
* Reviewed existing project materials which documented business requirements

**Agile Business Analyst Modvic Group of Companies UK April 2012 till August 2014**

* Led various workshops to capture requirements from business stakeholders
* Participated fully in each sprint session and prioritizing of requirements in the backlog
* Led the documentation of requirements in Epics, User Stories and Acceptance Criteria
* Worked with product owner to reduce backlog, while ensuring the backlog re well groomed
* Used Jira in tracking/documentation of the project backlog items and managing of bugs, also updated the Scrum workflow for project progress

**Business Process Analyst** **Shell Petroleum Development Company, Nigeria June 2010- April 2011**

* Mapped business process mapping from “AS-IS” to “TO-BE”
* Led the selection of the appropriate elicitation techniques to efficiently identify the critical requirements and to then refine these and provide them in the agreed format to business stakeholders and delivery partner analysts
* Represented the Product Owner role on the project
* Clarified client requirements, business needs and project objectives, via feedback sessions and client meetings, in collaboration with all stakeholders
* Worked with technical Design Authorities and Developers to understand the design approach and refine EPICS, Use Case, User Stories and Acceptance Criteria accordingly

###### *EDUCATIONAL & PROFESSIONAL QUALIFICATION*

* Certified Scrum Master (International Scrum Institute) February 2019
* MBA Masters of Business Administration (Cardiff Metropolitan University Cardiff, UK) May 2012
* BSc Degree in Politics / International Relations (Lead City University, Ibadan, Nigeria) Aug 2009
* Microsoft Project, Access, Excel, Visio, Process Mapping, Outlook, PowerPoint, Business Analysis

HOBBIES

Training and Mentoring on Business Analysis techniques and tools, Networking, Reading, Travelling and Playing Chess.

***REFERENCES AVAILABLE ON REQUEST***