

OLUWADAMILOLA JOHN JOSEPH

Business Analyst | Agile Delivery Specialist | SaaS & Fintech

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Open to relocating to the United Kingdom | Requires visa sponsorship

PROFESSIONAL SUMMARY

Results-driven Business Analyst and Agile Delivery Specialist with 3+ years of end-to-end delivery ownership across SaaS, fintech, HR-tech and aviation environments, most of it in fully remote, cross-functional settings. Proven record of translating ambiguous stakeholder needs into structured backlogs, executable sprint plans and measurable product outcomes, including a 30% reduction in feature delivery cycle time and a 25% improvement in reporting efficiency.

Experienced in requirements elicitation, UAT coordination, stakeholder alignment and cross-functional delivery leadership for API-integrated platforms, supported by hands-on process mapping (BPMN 2.0, UML) and AI-assisted analysis for stakeholder interview synthesis and user story drafting. Currently completing the BCS Practitioner Certificate in Business Analysis Practice and developing SQL and data modelling skills to deepen analytical capability.

Moved into full-time Business Analysis to build a career with genuine international reach, and is now seeking Business Analyst and Agile Delivery opportunities in the UK market.

CERTIFICATIONS & CREDENTIALS

- BCS Practitioner Certificate in Business Analysis Practice — In Progress, 2026

Completed: Agile Scrum Master • Jira Project Management • Advanced Agile Methodology • Foundations of Scrum • Business Process Management & Improvement • Data Collection & Visualisation

CORE COMPETENCIES, TOOLS & TECHNICAL SKILLS

Business Analysis

Requirements Elicitation & BRD Writing • User Story & Acceptance Criteria Authoring • Process Mapping (As-Is / To-Be, BPMN 2.0, UML) using Visio • Fit-Gap Analysis • MoSCoW Prioritisation • AI-Assisted Analysis (stakeholder interview transcription, gap analysis, user story drafting, analyst-directed and reviewed)

Agile Delivery

Scrum • Kanban • Hybrid SDLC • Sprint Planning, Review & Retrospectives • UAT Planning, Coordination & Defect Triage • Risk Identification & Change Management

Data & Reporting

Power BI • Excel • SQL (in progress) • Data Modelling • KPI Reporting • Delivery Forecasting

Platforms, Tools & Leadership

Jira • Confluence • Trello • Lucidchart • Miro • Notion • SharePoint (document transfer & monitoring) • HubSpot CRM • Microsoft Teams • Slack • Azure DevOps (dedicated coursework) • Microsoft Office Suite • Google Workspace • Canva • Zoom • Stakeholder Engagement • Cross-Functional Team Leadership

PROFESSIONAL EXPERIENCE

Business Analyst / Project Manager, Pro-ICE Limited

2023 – Present

Fully remote | Lagos & Abuja, Nigeria (client engagements)

End-to-end ownership of requirements, delivery coordination and sprint execution for enterprise SaaS platforms across fintech, HR-tech and food-tech.

Delivery & Agile Execution

- Acted as primary delivery lead for a 12–18 member cross-functional team (engineering, QA, design and product stakeholders), maintaining alignment between business goals and sprint execution across fully remote, asynchronous workflows.
- Stabilised the Eko-Fresh Food mobile platform mid-execution by re-validating 40+ requirements, restructuring backlog priorities using MoSCoW, and tightening sprint planning, reducing average feature delivery cycle from 3 weeks to 2 weeks (~30% improvement).
- Led end-to-end UAT coordination across multiple releases: defined acceptance criteria per user story, tracked and triaged defects in Jira, managed regression cycles, and secured formal stakeholder sign-off prior to every production deployment.
- Maintained full traceability from business objectives through user stories, test cases, and release outcomes, improving sprint predictability and reducing carry-over work by eliminating ambiguity at the definition stage.
- Collaborated with product stakeholders to build and maintain a prioritised roadmap using value scoring and effort-impact matrices, ensuring alignment between business strategy and engineering capacity.

Process Design & AI-Augmented Analysis

- Used Visio to map “As-Is” and “To-Be” process states adhering to BPMN 2.0 and UML standards, and directed AI tools, as prompt designer and reviewer, to transcribe stakeholder interviews, summarise user needs and draft first-pass user stories and gap analyses, with all outputs validated by the analyst.

- Used SharePoint for secure document transfer and monitoring on a client engagement, and facilitated retrospectives and delivery communication via Microsoft Teams or Slack depending on client platform preference.

Requirements & Documentation

- Delivered requirements and delivery coordination for Pre-Check, an API-enabled pre-employment verification platform, translating HR workflow needs into structured functional specifications, data flow diagrams, and integration acceptance criteria.
- Authored Business Requirements Documents (BRDs), functional specifications, user stories, sprint reports, risk logs, and retrospective summaries, maintaining a complete and auditable delivery record throughout each engagement.

Reporting & Stakeholder Communication

- Redesigned operational and delivery reporting dashboards, reducing manual data preparation time by 25% and improving executive visibility into sprint progress, blockers, risks, and release dependencies.
- Facilitated daily stand-ups, sprint planning sessions, sprint reviews, and retrospectives, maintaining consistent cadence across distributed teams and improving stakeholder confidence in delivery timelines.
- Anchored bi-weekly stakeholder reporting sessions, translating technical progress into business-readable summaries and escalating risks with recommended mitigations before they became blockers.
- Tracked customer relationship data and engagement history using HubSpot CRM to support stakeholder account continuity.

Business Process & Performance Analyst, Dana Air

2023 – 2024

NYSC Placement / Contract | Lagos, Nigeria — concurrent with Pro-ICE as a National Youth Service Corps (NYSC) placement, Nigeria's mandatory one-year national service programme.

Supported operational process improvement and HR performance management in a regulated, high-compliance aviation environment.

- Designed and implemented a KPI tracking framework across multiple departments, establishing measurable performance baselines and structured feedback cycles that increased operational productivity by 40%.
- Streamlined the new hire onboarding and training process by documenting end-to-end workflows and introducing standardised checklists, reducing average onboarding time by 25%.
- Produced accurate, data-backed budget forecasting reports that improved financial planning visibility by 25%, enabling more informed resource allocation decisions.
- Documented HR compliance processes, audit trails and SOPs, and analysed employee performance data to identify training gaps, contributing to improved knowledge retention and regulatory readiness.

Founder & Consultant, ImjBlack Group

2016 – 2023

Side business, operated alongside full-time undergraduate study | Nigeria

Founded and operated a diversified consultancy as a side business throughout a seven-year period of full-time undergraduate study, delivering project management, business advisory, real estate and fintech payment services across multiple sectors.

- Developed and managed alternative payment solutions for students, run remotely, facilitating access to educational fee payments and resolving infrastructural barriers to school fee payments.
- Brokered residential and agricultural land transactions, and coordinated agricultural project oversight on weekends, including the Safara Farm project, managing vendor relationships and on-site workflows.
- Delivered academic consulting and research support services to students, including project guidance, research methodology, documentation, and report writing.
- Applied project management frameworks to coordinate cross-sector deliverables and client relationships across fintech, real estate, education, and agribusiness, alongside full-time academic commitments.

PORTFOLIO HIGHLIGHT

Full case studies, including problem, approach and outcome for each, are available on the online portfolio at oluwadamilola-cv.vercel.app/projects.

- DocFlow Application** (Document Digitisation, Pro-ICE, 2025–2026): Digitised a pension firm’s paper-based enrolment and records process end to end, requirements through UAT, eliminating dependence on physical files.
- EkoFresh Food Marketplace** (Delivery Stabilisation, Pro-ICE, 2023–2024): Re-validated 40+ requirements and rebuilt sprint planning on a stalled mobile marketplace, cutting delivery cycle time by ~30%.

EDUCATION

B.Sc. Environmental Management, Federal University of Agriculture, Abeokuta (FUNAAB)

2016 – 2023

Second Class Upper · CGPA: 4.09 / 5.00

Programme duration extended from the standard 5 years due to nationwide ASUU (Academic Staff Union of Universities) strike actions affecting Nigerian public universities during this period.

Global Financial Analysts, Accounting and Finance, Edubridge International School

2025

Certificate Programme, Ecology, American Museum of Natural History

2019

LEADERSHIP EXPERIENCE, VOLUNTEER & AWARD

- Chairman, Audit Committee, Student Representative Assembly: Oversaw and ensured accountability for ₦10M+ in financial allocations across departmental programmes.
- Excel & SPSS Tutor: Privately tutored 100+ university students in data tools and research methods, improving cohort pass rates by approximately 60%.
- Media Team Lead, NYSC: Led a media volunteer team delivering communications and coverage for national service programmes across the assigned deployment area.
- Parliamentarian of the Year Award & 5× Best Head of Class: Recognised for leadership, academic excellence, and peer engagement across undergraduate tenure.
- TESOL Volunteer: Helped teach English to non-English speaking members of the community.