

Salma Abdulrahman Bader

Business Analyst

Dammam, Saudi Arabia  salmabader.cs@gmail.com  +966 597990515  salmabader.me  /in/-salmabader

PROFILE

Business Analyst with over two years of experience bridging business needs and technical solutions through comprehensive requirements analysis and system workflow design. Leveraging a Computer Science background and UI/UX design expertise to deliver end-to-end solutions from requirements gathering and workflow mapping to creating high-fidelity interactive prototypes that align stakeholder vision with technical feasibility. Proven ability to translate complex business requirements into actionable, user-centered designs across projects of varying scales and industries, ensuring seamless communication between business teams, clients, and development teams.

EDUCATION

Imam Abdulrahman Bin Faisal University (IAU), Dammam, Saudi Arabia — Bachelor of Science in Computer Science, 2022 with GPA: 4.91/5.0

LANGUAGES

- Arabic: Native
- English: Professional working proficiency

EXPERIENCE

Business Analyst, Dolf Technologies; Khobar, Saudi Arabia — Oct 2023–Present

- Requirement gathering and analysis for 8+ projects, ensuring comprehensive understanding of business needs.
- Prepare comprehensive Business Requirement Documents (BRD), Functional Requirements Document (FRD), and Hi-Fi prototypes.
- Facilitate effective communication between development teams and clients, streamlining project delivery processes.
- Conduct knowledge transfer workshops for clients, enhancing user adoption and satisfaction.
- Contribute to technical proposals for 15+ projects.
- Recognized as Employee of the Year 2023 for outstanding performance and project contributions.

Quality Assurance & Technical Support, Dolf Technologies; Khobar, Saudi Arabia — Sep 2022–Sep 2023

- Perform manual testing to identify software bugs and ensure quality standards.
- Participate in requirements review and provide feedback to ensure testability.
- Provide first-level technical support to customers, resolving software-related issues.
- Escalate unresolved issues to the appropriate internal teams, such as development or IT.
- Conduct training sessions and provide guidance to customers on product usage.

COOP Training, Dolf Technologies; Khobar, Saudi Arabia — Jun 2022–Aug 2022

- Contributed to frontend development task using HTML, CSS, and JS.
- Engaged in full-stack development project, utilizing PHP, MySQL, and TailwindCSS to create a simple LMS.
- Performed comprehensive QA testing, identifying and documenting 50+ bugs to ensure software quality.

Project Coordinator and Business Analyst, BidChain; Graduation Project — 2021–2022

- Lead a team of 5, managing project timeline and resource allocation to deliver the project on schedule.
- Conducted in-depth requirement analysis and designed user journey and workflows.
- Contributed in comprehensive project documentation.
- Achieved 3rd place at the SheCodes 2022 competition among universities in KSA.
- Publishing a Patent (No. 20240412281) on the United States Patent and Trademark Office (USPTO) on Dec 2024.

SKILLS & TOOLS

Technical Skills

- Requirements Gathering & Analysis
- Process Modeling & Workflow Design
- Technical Documentation (BRD, FRD, SRS)
- Quality Assurance & Testing
- Web Programming
- UI/UX Design

Soft Skills

- Stakeholder Communication
- Problem-Solving
- Team Leadership
- Client Relationship Management
- Presentation Skills

Tools & Software

- JIRA
- Draw.io
- Microsoft Office Suite
- Visual Studio Code
- Figma & Framer
- Adobe Photoshop

PROFESSIONAL GROWTH & INTERESTS

- Certificate in "Business Analysis Fundamentals - ECBA, CCBA, CBAP Endorsed" (Udemy, 2024)
- UI/UX Design Certification (Nmkkn Academy, 2024)