



Mircea Ovidiu Mitucă

Date of birth: [REDACTED] | **Nationality:** Romanian | **Gender:** Male | **Phone number:** [REDACTED] (Mobile) | **Email address:** mircea.mituca@gmail.com | **LinkedIn:** linkedin.com/in/mircea-ovidiu-mituca/ | **Address:** Bucharest, Romania (Home)

● ABOUT ME

As an economics and business graduate with a strong foundation in business and financial analysis, I am dedicated to driving informed decision-making and contributing to organizational growth. With a passion for using data-driven insights to solve complex problems, I am constantly seeking new opportunities to apply my analytical skills and drive business success. I am committed to staying up-to-date with the latest trends and best practices in the industry and am excited about the prospect of contributing to the success of a dynamic and forward-thinking organization.

● WORK EXPERIENCE

01/03/2024 – CURRENT Bucharest, Romania

SENIOR IT BUSINESS ANALYST & SCRUM MASTER MASSMUTUAL ROMANIA

Facilitating seamless collaboration as a Business Systems Analyst specializing in Data Integration within the USA insurance market.

Serving as the primary liaison among stakeholders, application teams, and the data integration unit, ensuring precise communication and comprehension of project requisites while developing exhaustive documentation.

Leading consultations and conducting business analyses across multiple projects, demonstrating proficiency in Agile methodology and project management and translating high-level business requirements into meticulously crafted User Stories.

Managing projects with detailed planning, scoping, and rigorous progress monitoring, ensuring timely and efficient delivery while actively involved in Sprint Planning and overseeing Jira Administration tasks.

Identifying process enhancements, prioritizing initiatives, and collaborating with project managers to drive business value by leveraging my expertise in Business Process Analysis, while serving as a Scrum Master to ensure adherence to Agile principles and successful project delivery.

01/07/2023 – 29/02/2024 Bucharest, Romania

IT BUSINESS ANALYST ENCORA INC.

Conducting in-depth analysis of insurance business requirements, specifically in the UK market, to gain a profound understanding of objectives and processes. Translating intricate insurance and actuarial business requirements into precise and detailed technical specifications, ensuring alignment with industry standards. Collaborating closely with multidisciplinary teams, including developers and actuaries, to seamlessly implement IT solutions tailored for the insurance sector.

Taking an active role in project management within the insurance domain, encompassing meticulous planning, scoping, and rigorous progress monitoring to ensure timely and efficient delivery. My expertise includes Business Analysis, Sprint Planning, Jira Administration, and comprehensive test plan development specific to insurance IT systems, ensuring optimal functionality, performance, and adherence to regulatory standards.

Identifying and recommending opportunities for process enhancements and system improvements within the UK insurance market is an important element of my role. Here, I leverage my expertise in Requirements Elicitation and Business Process Analysis. Navigating the dynamic landscape of IT projects within the insurance sector, I strive to ensure operational efficiency and compliance.

18/04/2018 – 30/06/2023 Bucharest, Romania

SALES OPERATIONS BUSINESS ANALYST MICHELIN

Collaborated with stakeholders to elicit, document, and analyze sales operations requirements, ensuring a thorough understanding of needs. Utilized SQL queries and data administration for extracting, manipulating, and analyzing sales data, contributing to informed decision-making.

Identified process improvement opportunities within sales operations through data analysis and proposed innovative solutions for enhanced efficiency. Evaluated and recommended sales operations systems, tools, and technologies, collaborating with IT teams for implementation and customization.

Developed and maintained sales reports and dashboards using SQL and data visualization tools. Acted as a bridge between business stakeholders, sales teams, and IT departments, facilitating effective communication and ensuring alignment between business needs and technical solutions.

● EDUCATION AND TRAINING

01/10/2019 – CURRENT Bucharest, Romania

PHD The Bucharest University of Economic Studies

Website https://en.ase.ro/index_en.asp

01/10/2017 – 30/09/2019 Bucharest, Romania

MASTER'S DEGREE The Bucharest University of Economic Studies

Website https://en.ase.ro/index_en.asp

01/10/2014 – 30/09/2017 Bucharest, Romania

BACHELOR DEGREE The Bucharest University of Economic Studies

Website https://en.ase.ro/index_en.asp

● LANGUAGE SKILLS

Mother tongue(s): **ROMANIAN**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C1	C1	C1	C1	C1

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

Mircea-Ovidiu Mitucă

01.07.2024