

# Neha Jadhav

Quality Analyst

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## Summary

Detail-oriented Software Test Engineer with 2+ years of experience in manual testing across digital and cloud-based platforms. Skilled in writing user stories, test case design, and executing testing across various environments. Proficient in Functional, Regression, Sanity, and Exploratory testing with Agile methodologies. Strong communicator, collaborating effectively with developers and clients to deliver high-quality, bug-free software.

## Technical Skills

Testing Tools: TestRail, JIRA, Selenium

Testing Types: Functional, Regression, Sanity, Retesting, Exploratory

Database: MySQL

Documentation: User Stories, Test Cases, Test Plans, Requirements Traceability Matrix (RTM)

Methodologies: Agile

Others: Defect Tracking, Traceability Matrix

## Professional Experience

### Strikingspear Consultancy Private Limited – Mumbai

#### Project: CruiseCareer.in

**Quality Analyst** | May 2025 - Present

- Writing user stories as per client requirement.
- Writing test cases as per the user story.
- Testing the application in different environments.
- Bug writing and logging on JIRA.
- Collaborating with the dev team for bug fixes.
- Communicating with clients for further details and information.
- Performing sanity testing in the pre-production environment.

### Word Publishing Services Pvt Ltd - Navi Mumbai

**Software Tester** | Jan 2023 - Jan 2025

- Executed Functional and Regression testing for web-based platforms.
- Created and maintained comprehensive test documentation including RTM and test plans.
- Participated in daily scrum meetings and sprint planning.
- Reported bugs with detailed logs and collaborated with developers to ensure resolution.
- Conducted Sanity, Exploratory, and Retesting to ensure product stability.

## **Education**

Bachelor of Science in Information Technology  
Mumbai University | Graduated: 2022

## **Certifications**

ISTQB-CTFL | Certificate ID: 95636 | Issued: 18-Dec-2022

## **Domain Experience**

Digital Media and Marketing  
Cloud Solutions and Digital Transformation  
SaaS: Software as a Service