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# **Professional Summary**

- 13 years of functional experience in the Finance and Accounts, Corporate Laws, Chartered Secretarial Work, Back office Operations, Leasing and Hire purchase.
- Over 5 years of extensive experience as a SAP FICO Functional Consultant
- Worked as project Lead for 3 projects.
- 3 Full life cycle project implementation experience.
- Worked on 8 SAP projects.
- Hands on expertise in GL, AP, AR, AM in FI and PCA, CCA, IO in CO and HR Mini Master.
- Knowledge of Payroll, MM & SD with respect to FI integration.
- Knowledge in New GL
- Gained valuable experience of working in various industries like Manufacturing, Dairy products, Financial services, Chemicals, Oil distribution, Sugar, and Media. Also actively participated in Payroll implementation of 4 Siemens group companies.
- Competent in client relation management, team leading, presentation, documentation, User Training and support and knowledge transfer skills.
- Excellent interpersonal dexterity with proven ability to converse, liaise, negotiate and relate with a wide range of personalities from diverse socio-economic and cultural backgrounds.
- Dynamic and Assertive team player with Strong Commitment.
- Excellent Oral and Written communication skills.

## Clients / Experience

## Finance Client - Senior SAP FICO Consultant

This project is a full life cycle implementation project. Responsibilities:

## GL/ AR AP:

- Finalization of chart of Accounts for upload, Accounts Group, Field status Group.
- Configured various components in the SAP FI/CO like Accounts Receivable, Accounts Payable and General Ledger Accounts
- Defined and Configured GL, Vendor/Customer master data and account groups.
- Configured the automatic payment program, running program, check management, open item clearing and down payments.
- Decided on the remittance procedure. Demo for the entire flow of remittance.
- Configured Cash journals and special GL transactions.
- Maintained Fiscal Year and Posting Period Variants
- Defined and Maintained tolerance groups for GL, AP and AR

## **Banks & bank Reconciliation:**

 House Bank creation and Bank Reconciliation Configuration. Testing With the Bank Format.

#### Controlling:

- Baseline configuration of creating Controlling area
- Cost Centers, primary and Secondary cost elements and Profit centers



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- Creation of Assement Cycles, Costing Sheet and Activity Types
- Work in Progress through Result Analysis

## **Training and Documentation**

- Conducted detailed training for core FICO users for FICO
- Training Documentation and Customization documentation

#### **Data Migration**

- Master Data compilation and upload on Quality and production
- Transaction data compilation from legacy and upload on Quality and Production.

## **Unit Testing and Integration Testing**

Done unit testing and integration testing and documentation of test cases

#### Post Go-live Support

 Responsible for post Go-Live support, handling User Query, problems, month end closing process.

# Manufacturing Client - SAP FICO Consultant

This project was a full life cycle implementation project. Responsibilities:

- Documented the business processes in FI/CO for Sony Entertainment Ltd, SET Discovery Ltd & SET Singapore Ltd. – Had meetings with concerned users and Business Process Owners to understand the processes and then documented the processes. GL/ AR AP:
- Finalization of chart of Accounts and LSMW for upload, Accounts Group, Field status Group.
- Configured various components in the SAP FI/CO like Accounts Receivable, Accounts Payable and General Ledger Accounts
- Defined and Configured GL, Vendor/Customer master data and account groups.
- Cross Company Code postings
- Configured the automatic payment program, running program, check management, open item clearing and down payments.
- Decided on the remittance procedure. Demo for the entire flow of remittance.
- Configured the automatic interest calculations on the account balances/line items, payment terms, Dunning procedure.
- Configured Cash journals and special GL transactions.
- Maintained Fiscal Year and Posting Period Variants
- Defined and Maintained tolerance groups for GL, AP and AR Banks & bank Reconciliation:
- House Bank creation and Bank Reconciliation Configuration. Testing With the Bank Format (MT 940).

#### Tax:

- Extended withholding tax configuration
- Configured Service Tax codes for Indian scenario and GST for Singapore.

  <u>Asset Accounting:</u>
- Created the chart of depreciation with reference to the country chart of depreciation,
- Determination of depreciation area, depreciation keys and linking of calculation keys to depreciation keys.



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- Transaction types for asset movements.
- Identified & Configured the Asset Classes, Account Determination and Screen Layout.
- Configured the Special Asset classes for Low Value Assets and assets under construction. (AUC)
- Responsible for testing Asset Acquisitions, Retirements, and Depreciation Postings.
- Upload of initial balances into Asset Accounting. Controlling:
- Baseline configuration of creating Controlling area
- Assisted in setting up Cost Centers for Operations as per their Business Framework.
- Analyze and completed the mapping of legacy cost centers to new system's cost centers
- Setup Cost Center, Profit Center Hierarchy and Configured Primary and secondary Cost elements in CO.
- Profit Center wise Document Splitting, which is a new feature in ECC5.0.
- Internal Orders used for monitoring telephone bills, vehicle maintenance expenses also for purchasing programs from producers episodewise.
   HR Mini Master:
- HR Mini Master using info types 0,1,6,9 and 27 for creation of employees as Vendors and maintenance uniform number range. Also mapped employee cost centers with employee vendors by using user exits and substation rules.
  - Test scenarios, Functional specs and other incidental activities:
- Generated the test scenarios for unit testing and integration testing of the configured processes.
- Functional Specification for Interface with Legacy. Designed more than 30 interfaces with legacy system.
- Coordinated testing activities among the QA team members.
- Maintained good harmony between ABAPers and functional people for faster and positive output
- Train internal team and consultants on configuration of SAP system.
- Prepared the documentation and end-user training manuals.
- Master Data templates
- Authorization matrix
- Customization (IMG) & Unit & Integration testing

## Manufacturing Client - SAP FICO Consultant Lead

- Documented business processes in FI/CO for World Space Inc. Had meetings with concerned users and Business Process Owners to understand the processes and then documented the processes.
  - GL, AR, AP:
- GL accounts were created and uploaded according to the requirements for US and India. Inter company transactions were mapped where ever necessary. Instead of using petty cash account, special GL indicators used for Imprest booking.
- In Accounts Receivable document parking is used and only after verification of correctness invoices are released. For Indian scenario income from sale of receivers and subscription is covered. One time customer feature used for India. Parked invoice report and ageing analysis reports were developed.



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- Defined and Configured GL, Vendor/Customer master data and account groups.
- Cross Company Code postings.
- Configured the automatic payment program, running program, check management, open item clearing and down payments.
- Accounts payable, automatic payment program configured, check on double invoices based on amount and number set. Vendor Account groups and payment terms defined for US as well as India. Reports were developed for ageing analysis, check register, account balance statements etc.

House banks and Bank Reconciliation:

- Manual Bank reconciliation configured. Facility to print check deposit slip provided from SAP. House Bank creation.
  - Interface development:
- For Salary Wages interface is developed to upload payroll related entries in SAP received from Payroll Agencies. Employees were created as Vendors and special G/L indicators were used to for all planned Special GL transactions.
   Asset Accounting:
- Created the chart of depreciation with reference to the country chart of depreciation,
- Identified & Configured the Asset Classes, Account Determination, Screen Layout.
- Depreciation keys and depreciation methods.
- Transaction keys for asset movements.
- Configured the Special Asset classes for Low Value Assets.
- Asset Acquisitions through Materials Management, Retirements, and Depreciation Postings.
- Upload of initial balances into Asset Accounting. Tax:
- Extended withholding tax configuration.
- Tax codes including service tax codes creation <u>Controlling:</u>
- Baseline configuration of creating Controlling area
- Creation of standard hierarchy for cost centers and profit centers, Cost center & profit center groups.
- Automatic Creation Cost elements Other Incidental Activities:
- Master Data templates
- Training & End User documentation
- Customization (IMG) & Unit & Integration testing
- Go Live readiness and preparation & Post Go Live Support

## **Government Client - SAP FICO Consultant**

- As a FICO Consultant handle Payroll integration between SAP HR Server and FI module which is on SAP 4.6C for SL, DDIT and SISL on SPIRIDON Server.
- Had meetings with concerned users and Business Process Owners to understand the processes and then documented the processes.
   General Customization:
- Configuration of 4 company codes for HR project on separate servers for FI & CO.
- Creation of House Bank, and Bank Accounts, Bank Keys wherever necessary.



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- Upload master data related to employee salary processing GL, Vendors and Customers using LSMW.
- Controlling area creation and standard hierarchy for cost centers.
   Payroll FI Integration:
- Feature PPMOD Customization
- Symbolic Account creation and mapping with wage types.
   Employee vendor Creation:
- Employee Vendors Creation by using program PRAA also cost centers mapped to balance sheet G/Ls for employee postings with the help of BADI and User Exits.
   Interface Development:
- Development of upload program to upload accounting data on SPIRIDON Server as per the specifications.
- Z tables were created for mapping cost centers and SGL indicators for default postings.
   Through work a rounds and using BADI and user exits cost centers were mapped to balance sheet account and Vendor codes.
   Other Incidental Activities:
- Train end users for SAP FI module for Payroll processing.
- Train internal team and consultants on configuration of SAP system
- Master Data templates
- Training & End User documentation for payroll processing and master data maintenance including Z tables maintained in the system.
- Customization (IMG) documentation & Unit & Integration testing considering SOXX requirements.
- Go Live readiness and preparation & Post Go Live Support

# Retail Client - SAP FICO Consultant Lead

This project was a full life cycle implementation project. Responsibilities:

- As a lead FI consultant my responsibility was to brief core team members about SAP and provides them hands on training on FI module.
- To understand client requirements which are mostly location specific and to configure them in SAP or to suggest work around.
- To prepare ASIS and TOBE report and give presentation before Managing Director and other Board members of the Company including CFO.
- To map special scenarios like accounting of small saving schemes and other schemes operated by the company for many years. Mapping of accounting of Food Grain Shop and canteen facility provided by the company. Accounting of sugarcane tax and other levies which are state specific. Accounting of commission payable to sugar Co Operatives.
   GL / AR / AP:
- Finalization of chart of Accounts and LSMW for upload, Accounts Group, Field status Group.
- Accounts Receivable: Finalized the accounts Group, Decided on the remittance procedure.
   Demo for the entire flow of remittance.



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- Accounts Payable: Finalized the Account Group, Configuring for Automatic Payment, Special GL Configuration, as well as Accounts Receivable.
  - House Bank & Bank Reconciliation:
- House Bank creation and Bank Reconciliation Configuration. Testing With the Bank Format (MT 940),
- Cash Journal, check lots, reason codes.
   Tax:
- Extended withholding tax configuration.
- Sales Tax including educational cess.
  - MM & SD integration:
- Integration FI with other modules like account assignments from MM to FI and account determination table under key combination in SD.
  - Asset Accounting:
- In asset accounting definition of chart of depreciation, creation of asset class, number ranges.
- Customization of screen layouts for asset creation, posting assets acquisition, transfer of assets and retirement of assets (with revenue / without revenue).
   Controlling Area:
- Baseline configuration of creating Controlling area
- Automatic Cost element creation, cost elements groups, primary and secondary elements.
- Standard Hierarchy for cost center and profit center, cost center and profit center groups.
- Mapping of cost centers with legacy.

  Other Incidental Activities:
- Uploaded master data using LSMW
- Generated the test scenarios for unit testing and integration testing of the configured processes
- Compilation of training manual and provide training to end users for SAP FI module.
- Development of more than 75 reports with the help of ABAP Programmers.
- Authorization matrix
- Train internal team and consultants on configuration of SAP system

#### Oil / Petro client - SAP Team Implementation Lead

INDIA's largest SAP implementation and has created a world record in SAP by making rollout at more than 60 sites at a time. SAP Version 4.6C with country version 3.0A has been implemented.

- As a state coordinator handled team of 28 consultants.
- Rollout of SAP at 15 IOCL sites located at various places in Kerala State and completed the task before the actual scheduled
  - Master data Maintenance and GL balances maintenance:
- Downloading master data from legacy systems and Upload master data related to GL, Vendors and Customers using LSMW.
- Maintenance and Uploading of GL opening balances in the system.
- Creation of House Bank, and Bank Accounts wherever necessary.



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- Maintenance of check lots.
   Training and other post Go-live activities:
- Train end users for SAP FI module.
- Generated the test scenarios for unit testing and integration testing of the configured processes.
- Solving issues related to transactions, master data, customized reports.
- Solving issues related to configuration, malfunctioning of SAP.
- Presenting document on new business requirements and configuring the same. Also to suggest changes in processes implemented in SAP so that process can be more user friendly.

#### Retail Client - SAP FICO Consultant

SAP version 4.6B with Country Version 3.0A was implemented. The modules implemented were FICO, IM, MM, SD and SAP Solution Manager.

VST Industries Limited: SAP version 4.6C with country Version 4.0A was implemented. The modules implemented were FICO, PP, MM, SD & QM.

# Responsibilities:

- Solving issues related to transactions, master data, customized reports.
- Solving issues related to configuration, malfunctioning of SAP.
- Presenting document on new business requirements and configuring the same.
- Development of new reports.

## Methodology:

- Understanding business processes & configuration.
- Remote support through SAP Solution Manager, web or mail.

# Manufacturing Client - SAP FI Consultant

SAP version 4.6B was successfully implemented and assists in a planned roll out of the same to their manufacturing units located elsewhere in India.

- Performed customization tasks like company code definition, chart of accounts, credit controlling area, controlling area, master data, document type, mapping of business processes from legacy system to SAP, Mapping of legacy G/L accounts to SAP. GL / AR /AP:
- Creation and maintenance of general ledger, accounts payable, accounts receivable and bank master data
- Required settings were created for Automatic Payment Program, dunning, and Special G/L Transactions like down payments.
   Controlling:
- Controlling area maintenance, maintenance of number range.



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- Creation of Cost Centers, Cost Center Groups, profit Centers, Internal Orders (IO) and development of reports.
- Setting of default profit centers.
- Reports development MM & SD integration:
- Integration FI with other modules like account assignments from MM to FI and account determination table under key combination in SD.
   Tax:
- Configured taxes on sales and purchases by adopting TAXINJ procedure and defining two tax jurisdiction codes IN00 and IN01 for SD and MM modules. Defined tax codes for each state and made account assignments for auto tax posting. Configuration done for excise registers.
- Maintained tax codes for deduction of withholding tax from vendor payments as per statutory requirements.
- Country Version India CIN customized for Modified VAT Indian statutory requirements.
   Maintained excise group/series group to enable plant level settings for CIN version and for different excise registers.
  - Other Incidental Activities:
- Post Implementation Support.
  - o Taking care of users complaints in post implementation phase.
  - o Issues arising out of present configuration.
  - o Configuration according to new requirements.

## II. Functional Experience:

## Financials Client - Asst. Manager - Finance & Operations

Got an opportunity to Lead Finance & Operations Department - Western Region. In addition to look after day to day Branch Accounting work, also coordinated with Auditors during Audits.

To supervise Credit Administration Dept. (Western Region), Receivable Management and Custodian Management. Disbursement and reconciliation of funds. Compilation of M.I.S reports for the business done. Compilation of Sales Tax / Income Tax Returns and other taxation related work such as TDS. Liaisoning with bankers for various facilities arranged and interest payment and repayment of deposits and debentures.

Also headed Fixed Deposit Department (Operations & Customer Service) for the Western Region (Fixed Deposit base around Rs.85 Crore and 95000 Depositors).



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**SAP Consultants – SAP Software Consulting Services** 

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