PAYAL KHANNA

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# EXPERIENCE SUMMARY

* 17+ year exp. as Business System Analyst in Oracle Financial **R12**/**Fusion**/**SAP Concur**
* Experience in gap analysis, requirement gathering and solution specifications
* Solid understanding of **Record-to-Report, Procure-to-Pay, Acquire to Retire** processes
* Skilled in multi-country **Concur** Expense implementation & production support
* Experience in supporting financial month-end close processes of all Financial modules

## Functional experience in Oracle 11i/R12/Cloud Modules: AP, iExpense, FA, PO, iProc, GL, Web ADI, AGIS, E-Business Tax, AR, CM, HR, OM, Sysadmin.

## Experience in working large scale Oracle ERP Financials implementations/M&A Integrations

## Proficient in SAAS Integrations: Oracle to Concur, Workday to Concur, BoFA / Chase / AMEX to Concur/Oracle and Oracle to Apptio

## Skilled in Project Management with a basic understanding of the Scrum Framework

## Experience in performing Tier 1 and Tier 2 Production Support

## Dashboards and Issues/Task tracking using JIRA and Confluence.

* Strong functional knowledge of Oracle Financials spanning releases 11i and R12
* Strong financial background with good understanding of Accounting/Finance structure
* Extensive experience in batch loading with Dataloader as well as Oracle Workflows
* Good SQL knowledge and experience in Tools like SQL\*Plus and Toad

# PROFESSIONAL EXPERIENCE

## Intuit, Mountain View, CA ( BSA, Consulting via Eliassen Group) Apr 2024 – Present

Working in Intuit’s IT Integrations Team as a Business System Analyst on below key projects:

* **Concur Accruals Integration with Oracle R12:** Automated the manual Concur Accruals process and successfully integrated it with Oracle GL. Managed end-to-end testing, developed test cases, and implemented requirement changes/enhancements. Coordinated user acceptance testing with business stakeholders and development teams.
* **Oracle R12 AGIS Integration to Kyriba:** Automated AGIS Intercompany interface from Oracle to Kyriba wherein AGIS AR/AP batches were integrated with Kyriba. Managed end-to-end testing and implemented requirement changes/enhancements.
* **Workday Vacation Accruals Integration with Oracle R12:** Automated workday vacation accruals manual journal entries into Oracle GL. Managed end-to-end testing and implemented requirement changes/enhancements. Coordinated user acceptance testing.

## Lumentum, San Jose, CA (Business System Analyst) Apr 2016 – May 2024

Worked as Financial Business System Analyst at Lumentum on below key projects:

* **Oracle R12 to Oracle Cloud/Fusion Migration:** Worked on Financials migration from Oracle R12 to Oracle Cloud.
* **Financials Implementation:** Implemented Financials (gap analysis, requirement gathering, testing, configuration) for GL, FA, AGIS, iExpense, CM for Neophotonics, Oclaro & Cloud Light acquisitions
* **Concur Implementation:** Implemented Concur Expense across 32 countries and integrated it with Oracle AP. Project Managed the entire Concur Implementation at Lumentum
* **Credit Card Implementation:** Implemented BOFA credit card systems (Pcard, T&E)
* **Tax Implementation:** Implemented E-Business Tax for Thailand/Hong Kong VAT Tax for iExpense/Concur
* **AP/GL/iExpense/FA Enhancements:** Developed GL cross-validation rules & Generated FSG reports for Financial Reporting. Rolled out AP electronic payment system for improved efficiency. Setup Mass Allocations as well as managed GL & FA calendars. Implemented Forms personalization as well as iExpense Personalizations.
* **BI/SOX/DR/Month End Initiatives:** Collaborated with BI team to implement Oracle modifications for BI report generation. Primary point of contact for SOX audit & user access review to ensure compliance. Performed DR Testing. Provided month-end close support for timely reporting. Managed the entire UAT and delivered training to users globally on multiple projects.
* **GL Consolidation Automation and Implementation:** Automated Global Consolidation process; Created custom ADI Templates for AGIS / FA. Also, led Brazil GL implementation project, adapting to local requirements
* **Implemented SAAS Integrations:** Oracle to Concur, Workday to Concur, BoFA / Chase

/ AMEX to Concur/Oracle and Oracle to Apptio

**Environment** Oracle Apps R12 (GL, FA, AP, iExpense, AGIS), Concur Expense

## PK Consulting Inc, San Jose, CA (Business System Analyst) Mar 2015 – Apr 2016 Client: Lumentum

* **R12 Production Stabilization & Support:** Worked on Production Stabilization &

Support of Oracle R12 Finance Modules (AP, FA, GL, ADI, iExpense). Involved in creating multiple FSGs related to Balance Sheet and Income Statements. Collaborated with BI/Hyperion teams to create multiple Financial reports in their systems. Setup and Cleanup of Account, Product & Department hierarchies in GL. Involved in Post Production support for FA, iExpense, Credit Card, GL, ADI, FSG. Worked on multiple enhancements e.g. New Prorate Calendar in FA, Audit related Policy Changes in iExpense, New Expense Types in iExpense, etc. Implemented FA Tax Books. Created Training Documents (e.g. WebADI Training Doc).

## Client: JDSU

* **Oracle 11i to R12 Migration:** Migrated 11i to R12 as part of the company split from JDSU to Lumentum (AP, FA, GL, ADI, iExpense). Implemented the AP Credit Cards interface from AMEX and JP Morgan Chase. Performed various setups in FA, GL, AP, iExpense modules. Used ADI to perform FA Conversion of Assets from 11i to R12. Documented & performed end to end testing in iExpense and FA for 7 Operating Units. Worked on data cleanup activity (GL Product Hierarchy, Product, Account, Department). Worked with the Development team to customize 12 FA CEMLI Reports.

## Infosys, Fremont, CA (Business Analyst) Nov 12 – Jun 14 Client: Electronic Arts

* **Canada Expense Capturing & Reporting (All Sub Ledgers):** Captured Province in all

Sub Ledgers and enabling reporting for Canada (Oracle Apps R12 - iProcurement, PO,

AP, FA, GL, AGIS, ADI, iExpense). Worked as Solution Architect / Business System Analyst for this project. Involved in Requirement Gathering, solution design, functional specs and documented To be process flow. Performed setups, worked with developers, developed test cases, performed testing and developed the cutover document.

## Client: Cisco Systems

* **Oracle R12 Implementation for Cisco Brazil:** Enabled Oracle R12 for Cisco Brazil entity (iProcurement, PO, AP, FA, GL). Working as a Business Analyst on the P2R track of Oracle R12. Involved in Requirement Gathering, documented as is and to-be-process flows and worked with business stakeholders to get sign off on BRD. Developed multiple FSG’s in GL for financial reports. Performed various configurations and developed test cases for P2R track. Developed Data Load scripts to automatically upload setups.
* **Oracle R12 to BI Integration:** Worked on Integration and migration of custom objects from Oracle R12 to BI. Created Solution and Source Data Mapping documents for various customizations. Worked closely with BA’s to review MD50’s and with developers to review MD70 docs. Developed extract SQLs that were used by the BI team. Lead the Business Review meetings and coordinated with onsite & offshore teams.

## Yahoo Inc, Santa Clara, CA (Consulting, Business System Analyst) Sep ‘09 – May ‘12

* **Oracle 11i Implementation in Latin America:** Managed Implementation of Oracle Financials 11.5.10 ((iProc, PO, iExp, AP, FA, CM, GL, AR, OM)) in Yahoo Brazil, Mexico, Argentina. Gathered business requirements, performed configuration, prepared training documents, provided hands-on training and co-ordinated CRP/UAT, performed end to end testing as well as setups for AP/iExpense, GL, GA.
* **11i Implementation in Australia & New Zealand:** Implemented Oracle Financials

11.5.10 ((iProc, PO, AP, iExp, FA) in Australia & New Zealand entities. Gathered business requirements, prepared setup documents, performed configuration, co-ordinated with offshore developers, prepared training documents and provided hands-on training to all users. Developed test cases, co-ordinated CRP and UAT Test cycles, provided CRP/UAT support as well as post go live support and performed End-To-End Testing

* **Fixed Assets Tax Implementation for US and Europe:** Implemented Fixed Assets Tax Books in Yahoo US as well as Yahoo! Sarl, Hungary and France. Used Initial Mass Copy to copy all historical assets from Corporate to Tax books. Used Tax Book Upload Interface to update the Life, Depreciation Method, Depreciation Reserve, Current Cost, Prorate Convention of all assets that were migrated to Tax Books. Used Period Mass copy to copy all assets from Corp to Tax Book on an ongoing basis.
* **Oracle 11i Implementation in Middle East:** Implemented Oracle 11.5.10 (AR, iProc, PO, iExp, AP, FA, GL, OM) in Yahoo UAE, Jordan, Egypt, Saudi Arabia. Gathered business requirements from users who sit in our Dublin service center office. Performed configuration, prepared training documents and provided hands-on training to all users. Performed End-To-End Testing and coordinated with business stakeholders.
* **11i Production Support:** Worked on Enhancements and Production Support of Oracle

11.5.10 application (iProc, PO, iExp, AP, FA, GL, Web ADI, CM). Performed Tier 2 support for all Oracle Financials support issues. Assisted business users with any issues that they come across. Took the lead role in driving issues to resolution. Wrote SQL queries. Opened SR’s and coordinated with Oracle Metalink over 11i bugs & patches.

## Equinix, Foster City, CA (Consulting, Business Analyst) Apr 08 – Feb 09

* **Europe 11i Financials Implementation:** Implemented Oracle Financials 11.5.10 in Equinix Europe (iProc, PO, AP, FA, GL, iExp, AR, CM). Created as-is and to-be business process flows and documents. Developed use cases & end to end test cases for financial processes. Performed End-To-End Testing to ensure that the entire process was working fine. Provided Oracle Financials navigation overview and hands on training to users.
* **Oracle 11i Production Support & Enhancements:** Worked on enhancements and Production Support of Oracle 11i (iProc, PO, AP, FA, GL, iExp, AR, ADI, CM, HRMS). Performed Tier 2 support for all Oracle Financials support issues. Supported various Procure to Pay issues related to iProc Approval Hierarchies, iProcurement Workflow, Invoice Creation/Approval, Invoice Matching, AP Payments.
* **FSG Reporting:** Development of various FSG Reports in GL. Created multiple Financial Reports using Financial Statement Generator (FSG). Created summary & detailed reports for Balance Sheet and Profit & Loss Statement. Reconciled FSG reports using data in Trial Balance & GL Accounts Inquiry Screen. Worked on Oracle 11.5.10 (GL/FSG/ADI)

## Delta Dental, San Francisco, CA (Consulting, Business System Analyst) Sep 07 – Feb 08

* **Oracle 11i Enhancements and Production Support:** Key responsibilities included enhancements and Production Support of Oracle 11.5.10 (iProc, iExp, HRMS, PO, AP, AR, GL, WF). Worked with users on requirement gathering and solution specification. Performed End-To-End Testing, performed Tier 2 support and documented process flows.

## Visa USA Inc, Foster City, CA (Consulting, Financial System Analyst) Jul 06 – Nov 06

* **Oracle 11i Production Support:** Key responsibilities included enhancements and Production Support of Oracle 11.5.10. Performed End-To-End Testing to ensure that the entire process was working fine. Provided 1st and 2nd level support to all regions: US, EU, CEMEA, ASPAC, LAC, CAN. Coordinated with users, developers, Project Managers over support /enhancement issues. Worked on primarily PO, iProc, AP, FA, GL, CM, WF.

## Equinix, Foster City, CA (Consulting, QA / Business Analyst) Jan 06 – Jun 06

* **Oracle 11i Migration:** Worked on Migration of Oracle 11i from 11.5.4 to 11.5.10. Created Functionality doc and test case documents for Finance / CRM modules (AP, PO, FA, GL, CM, AR, SC, OM). Created Automated load Scripts using DataLoad to load setup data into the application. Performed Data Migration, Setup and Testing.

## CNET Networks, San Francisco, CA (Consulting, QA / Business Analyst) Aug 05 – Oct 05

* **Oracle 11i Migration:** Worked on migration of Oracle 11i from 11.5.9 to 11.5.10 for AP, PO, FA, GL, ADI, AR. Worked on setups / configuration of various finance modules. Created test scripts and executed testing for all financial various modules. Maintained a log of all defects and their resolution. Worked on AP, PO, FA, GL, ADI, Web ADI, AR.

# EDUCATION

* MHRM (Masters), Bangalore
* PG Diploma in IR&P Management, Bangalore
* BS, Bangalore