

**SAP Certification ID: - P1942239072**

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SAP: Module FICO.

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**CARRIER OBJECTIVE: -**

Organized, detail-oriented SAP FI professional seeking position in a growth-oriented organization that will utilize my skills and diversified experience of Business and technology in various domains.

**GLOBAL CERTIFICATIONS: -**

- SAP Certified S/4 HANA 2020 For Financial Accounting Associates (C\_TS4FI\_2020)

**SAP KNOWLEDGE: -**

SAP- (Systems, Applications, products in data processing)

- SAP Finance Basics
- Enterprise's structure
- Configuring & testing General Ledger Accounting
- Accounts Payable FI-A/P (Vendor Account)
- Accounts Receivable FI-A/R (Customer Account)
- Payment through cash or bank

Have expert knowledge on both configurations and end using.

**EXPERIENCE DETAILS: -**

**Company: Growel Softech Pvt Ltd**

**Client: Tata Consultancy Services (1<sup>st</sup> August 2022 till 3<sup>rd</sup> April 2023)**

**Designation: SAP FICO Consultant.**

**Project Name: Siemens Healthineers.**

**Role: Support Project**

**Description:**

**Siemens Healthineers AG is an American German Medical Device Company. It is the parent company for several medical technology companies and its headquarter is in Germany, United States and Malvern**

**Roles and Responsibilities:**

- Reviewing ticket management process and interacting with client to get their issues resolved.
- Prepare month end check list and co-ordinate with team without any delay on month end process.
- Involve settlement related job monitoring. (Before job runs on month end, take the job list and co-ordinate with UC4 team to run the job in test run, if any issue identified, provide the resolution co-ordinate with business.

- Closely working with ABAP team when technical support required.
- Working on the standard changes related to FSV, PH (Product hierarchy) and Activity types.
- Handling the issues related to FI – MM and FI – SD integration.
- Working on Normal and urgent changes whenever required.
- Solving of maintenance tickets in G/L, A/P, A/R., CC etc.
- Perform IT testing (TOC) before moving the changes into quality system.
- Keep all documentation up to date by team on point of time.
- Attended KT sessions & updated knowledge with new issues.
- Find the defects and work with technical team to debug the code and resolve the issue.
- Pass the test cases in in Solman as per allocation.
- Preparing Sign off document after getting the User Acceptance Tests from User.
- Create the Test Script, Test Case in Charm for test result .

**Company: Aramex India Pvt. Ltd. (2<sup>nd</sup> May 2019 – 28<sup>th</sup> July 2022)**

**Designation: Regional Supervisor – Middle East Country (Apr 21 – 28<sup>th</sup> July 2022)**

- Handling team of 5 members and conducting training to them as well as managing the day-to-day activities.
- Manage 24 entities in middle east region Ex. (Dubai, Saudi, Egypt, Bahrain)
- Ensure that all incoming AP inquiries are resolved in a timely manner and manage escalations as needed
- Gather information for internal and external audit. Ensure that scheduled payment runs are executed timely.
- Prepare weekly/monthly team report for management and Measure KPI's to assess team performance.
- Ensure that the team provides prompt response to the bank and vendors when there are rejected payments. Resolve team member's query.
- Ensure that the team provides timely reconciliation of the EBS Open items to ensure month end targets are met.

**Designation : Account Executive (May 19 – Mar 21)**

- Maintain daily accurate record of Cash flow Reports. Keeping track of all payments and invoices, statements, etc. Handling different entities (E.g., Dubai, Saudi Arabia, Egypt, Kuwait, Muscat, Doha, etc.)
- Paying vendors after maintaining cash flow and manage the entire fund for the payments.
- Handling Inter Bank & Inter Group transfers. Make payments through SAP & Bank Portal. (E.g., HSBC, CITI, NBK, etc.) Daily Process and Post journal entries in SAP.
- Reconciling processed work by verifying entries and comparing system reports to balances.
- Excellent knowledge of MS Office Advanced MS Excel skills and SAP.

**Company: Mantram Cleveland**

**Period of work: September 2018 to 30 April 2019**

**Designation : Accountant.**

**Key Roles / Responsibilities:**

- Maintaining Books of Accounts like Purchase, Sales, Cash, Bank Vouchers and Handling of Petty Cash Transactions. Preparing Insurance of Customer Depending upon the Customer taste & preferences.

- Filing of GST returns, Income tax Returns and Filing of timely payments. Preparation of GSTR 3B and GSTR 1 and handed over to CA for checking.

**Company: Kataria & Associates.**

**Period of work: November 2017 to August 2018**

**Designation : Assistant Accountant.**

**Key Roles / Responsibilities:**

- Maintaining Books of Accounts like Purchase, Sales, Cash, Bank Vouchers and Handling of Petty Cash Transactions. Daily entries of Cash, Bank, Sales and Purchase Invoices in Tally.
- Filing of GST returns, Income tax Returns, VAT Returns. And filing of timely payments and filing of GSTR 3 B and GSTR 1 of various client.

**Company: A.M Shetty & Co**

**Period of work: October 2016 to October 2017**

**Designation: Account Assistant.**

**Key Roles / Responsibilities:**

- Maintaining Books of Accounts like Purchase, Sales, Cash, Bank Vouchers and Handling of Petty Cash Transactions.
- Filing of GST returns, Income tax Returns, and Filing of timely payments.
- Filing of GSTR 3 B and GSTR 1 of various clients and making monthly and quarterly return of VAT.
- Daily entries of Cash, Bank, Sales and Purchase Invoices in Tally.

#### **EDUCATION DETAILS: -**

- Mcom in Accountancy from Mumbai University in 2016.
- BMS in Finance from Mumbai University in 2012.
- HSC from Maharashtra Board in 2009.
- ICSE from Delhi Board in 2007.

#### **SKILLS: -**

- Keen Observer.
- Good Command over calculations.
- Quick learner.
- Loyal towards work and duties.
- Can work under stressed situations.
- Attentive.

#### **TECHNICAL SKILLS: -**

- **Operating Systems:** Windows
- **Software:** SAP FICO ECC 6.3, SAP S4 Hana Fiori 1909,2020
- **Office tools:** MS Office (Excel, Power point, Word)

**PERSONAL DETAILS: -**

Sex : Male  
Marital Status : Single  
Nationality : Indian  
Languages Known : English, Hindi and Marathi.  
Home address : C3 Flat No-4 Shivshakti Chs Sector-8 Sanpada Navi Mumbai-400705

I, hereby declare that the above-mentioned information is correct and true to the best of my knowledge.