JESSICA CLAIRE

Montgomery Street, San Francisco, CA 94105 • (555) 432-1000 • resumesample@example.com

Professional Summary

A successful educator who wants To shift her career to a SAP Functional Consultant/Business Analyst and work in a challenging environment where I can utilize my technical, analytical and management skills for the growth of the organization and improve and build upon my knowledge and expertise for personal and professional growth.

Skills

SAP Financial Accounting (FI) Basics.

SAP Management Accounting (CO) Basics. Purchase-to-Pay

Processing in SAP ERP (Procurement).

Plan-to-Produce Processing in SAP ERP (PP).

Order-to-Cash Processing in SAP ERP (SD).

Project Systems in SAP ERP .

SAP Human Capital Management (HCM) Warehouse

Management(WM).

Project Management ASAP Methodology

Microsoft Word, Excel, Power Point, Java,Databases.

Work History

SAP Coordinator , 11/2008 to 08/2016

Ashland Chemical Company – Ossining, NY

Appointed as a lecturer for the department of Management Science at Yanbu University College, Saudi arabia than promoted to the Program Manager for MIS undergraduate program, also performed an additional responsibility of SAP Coordinator and manage all matters related to SAP (e.g University alliances and certification).Introduce new specialization track "Enterprise Resource Planning systems" for MIS undergraduate students in the department of Management Information system at YUC. Conduct multiple training workshops for faculty and students to give them an overview of SAP ERP system. Performed responsibilities as an In-charge Curriculum Development Committee.Contributed in accreditation exercise of Yanbu University College with NCAAA. The same was acknowledged by YUC Management through award of certificate. Awarded appreciation certificate as the best team player at YUC.

IT Coordinator, 01/2002 to 11/2008

Citco – Jersey City, NJ

Responsible to teach programming and other computer related courses to engineering graduates in the faculty of Electrical and Computer Engineering.Worked as Lab In-charge to maintain and operate three computer-labs at the institute consisting of more than 500 systems. Developed and conducted one year Post Graduate Diploma Courses in Computer Applications in the same institute for students and adults.

Education

Master of Science: Engineering , 2004

University of Engineering and Technology - Taxila, Pakistan.

Bachelor of Science: Computer Science, 2001

Hamdard University - Karachi, Pakistan.

Certifications

SAP Certified Associate-Business Process integration with SAP ERP/ (TERP-10).