

# JESSICA CLAIRE

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

## CAREER OVERVIEW

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Customer-centric and results-driven Business Consultant adept at process improvement & data analysis. 2 years' experience working in procurement, operations and marketing projects.

## PROFESSIONAL EXPERIENCE

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### 07/2014 to 11/2016 SAP SCM Functional Consultant

**NTT Data Global Delivery Services – City, STATE**

- Successfully completed 10 Critical & High deadline Projects for an Oil & Gas client on multiple SAP modules such as purchasing, inventory management, FICO, warehouse management, production planning, logistics execution and sales & distribution.
- Documented process flows and developed requirements for functional improvements and enhancements for Materials Management (MM), Procure to Pay (P2P), Order to Cash (OTC) processes.
- Performed functional testing and validation of more than 400 test automation scripts and assisted team of at least 10 test analysts for automation of manual scripts pertaining to functionality business processes
- Drafted action plans and led meetings with client managers to review project status and proposed changes.
- Provided user acceptance training and helped client understand tool & process functionality by creating mock ups & process flow diagrams.

### 04/2014 to 07/2014 SAP SCM Functional Support Consultant

**NTT Data Global Delivery Services – City, STATE**

- Worked with cross-functional team of consultants from Finance, Procurement, Quality, Supplier Relationships and Sales for resolving issues and provided support to clients in manufacturing, pharmaceuticals domain.
- Created Functional Specification Documents (FSD) for new requirements based on client interaction.
- Configured master data including material master, vendor master, source list, info records, and pricing.
- Configured purchasing documents like purchase requisitions (PR), purchase orders (PO) and RFQ's.

## INTERNSHIP EXPERIENCE

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### 04/2013 to 05/2013 Marketing Management Intern

**Ranbaxy Laboratories – Mumbai, India**

- Tracked, analyzed, interpreted & reported trends in Antibiotics Effectiveness data by conducting a market research.
- Performed analyses using tools like SPSS, Excel to identify the potential market for a particular antibiotics.

### 04/2011 to 05/2013 Project Trainee

**Biocon – Bangalore, India**

- Worked on a production project “Inoculation train process and bioreactor design parameters”.
- Performed Batch management for mammalian cell culture.

## SKILLS

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- Domain Knowledge: Procure to Pay, Materials Management, Inventory Management, Order to Cash
- Soft Skills: Requirements Gathering, Data Analysis, Reporting, Project Management
- Technical Skills: SAP ERP, Functional Testing, Excel, SPSS, SQL

## CERTIFICATIONS

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- SAP SCM Materials Management Basic Certification from NTTDATA Learning and Certification Institute
- Preparing for APICS CSCP

## EDUCATION

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2014

**MBA: Specialization in Supply Chain Management & Marketing**  
**GITAM School of International Business - Visakhapatnam**

2012

**Bachelor of Technology: Biotechnology**  
**GITAM University - Visakhapatnam**