

SANGEETHA J S

SAP CONSULTANT



Professional Summary

- 2 years of experience in SAP
- 1 year of experience in data processing
- SAP Certified Application Associate – Sales and Distribution, ERP 6.0 EhP7
- Various roles including:
 - SAP Associate
 - Process executive
 - Digital management Intern

Experienced in SAP areas such as Customer service and sales distribution. Good analytical skills supported with strong communication, presentation, and team coordination skills. Ability to direct organizational and management skills with the technical areas of work.

Application Experience

- SAP
- Social Media Management Applications
- MS Office

Highlights

- Excellent Communication skills
- Good knowledge in SAP SD and CS
- Strong background in management and organizational skills
- Experience in working with Firms such as Ashok Leyland and Infosys
- Conducted Corporate Social Responsibility Program for Ashok Leyland

Primary Skills

- Sales Process and Analytics - Explain and perform tasks relating to Sales process
 - Sales Documents (customizing) - Explain and perform tasks relating to Sales Documents
 - Billing Process and Customizing - Explain and perform tasks relating to Billing (basics), and maintain customization settings required to perform basic billing processes
 - Shipping Process and Customizing - Describe how shipping transactions are processed in relation to sales order management and their associated customization settings, and maintain customization settings required to perform basic shipping processes.
 - Master data - Set up and maintain relevant master data.
 - Pricing and condition technique - Explain and perform tasks relating to pricing and condition technique
 - Organizational Structures - Explain and perform tasks relating to Organizational Structures.
 - Cross-functional (customizing) - Maintain customization settings required to perform cross-functional business processes.
 - Basic Functions (customizing) - Explain and perform tasks relating to Basic Functions
 - Availability check and Advanced ATP - Explain and perform tasks relating to Availability Check.
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Work Experience

Facility: Primus Techsystems October 2022 – Present

Position/ Title: Internship (SAP SD)

- Master data creation
 - Creation and assignment of enterprise structure
 - Requirement gathering
 - Configure SAP to meet business needs and requirements
 - Sales order processing
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Facility: NTT Data Global Services June 2021 – October 2022

Position/ Title: Sap SD CS consultant

Primary Responsibilities:

- Resolve issues related to the areas of sales order and customer service
 - Work with different teams such as ABAP to understand and find the root causes.
 - Assess the requirements and provide solutions adhering to IT standards and guidelines
 - Maintain an appropriate level of user interaction.
 - Analyze and understand the issues in transactions, orders, and reports.
 - Deliver the resolutions to ensure services meet the SLA requirements according to the company guidelines.
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Facility: IIDM September 2020 – January 2021

Position/ Title: Digital Marketing Intern

Primary Responsibilities:

- Provide creative ideas for content marketing and website update.
 - Identification of trends, insights and optimize performance of social media marketing.
 - Monitorization the company's brand on social media.
 - Content creation for company websites
 - Plan and monitor the ongoing company presence on social media (Facebook, Instagram, Pinterest etc.)
 - Assist in the formulation of strategies to build a lasting digital connection with audience.
 - Measure performance of digital marketing efforts using variety of web analytics tools such as google analytics.
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Facility: Infosys Ltd – Pune April 2019 – February 2020

Position/ Title: Process Executive

Primary Responsibilities:

- Creation of SOP and client presentation.
 - Preparation and process of data according to the client preference
 - Client relationship maintenance
 - Provide Information- to clients on basis of day-to-day activities
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Facility: Ashok Leyland - Hosur

March 2017- May 2017

Position/ Title: Internship

Primary Responsibilities:

- Analyze the marketing strategies for the performance of company.
 - Provide training and sessions for contract workers joined to understand them company policies.
 - Organized and conducted programs under Ashok Leyland for children of Tamil Nadu Government schools.
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Education

- MBA from Marian International Institute of Management (2018), M G University
- BBA from Musaliar College of Arts and Science (2016), M G University
- Senior Secondary Education from Padmasree Central School (2013), CBSE
- Secondary Education from Padmsree Central School (2011), CBSE