

GEETHA DANDU

PROCESS ASSOCIATE

Seeking a position of SAP Fico Consultant position in a reputed organization where I can use all my knowledge and experience in a better way to benefit the organization . Areas of Excellence: Remarkable experience in end to end SAP implementation projects. knowledge of FSCM.

✉ geethadandu96@gamil.com

☎ +91 6300808996

📍 Duttapadu village, Brahmadevam (post), Pidathpuluru (panchayat), Muthukurmandal, Nellore dist.524002, Nellore, Andhra Pradesh, India

EDUCATION

POST GRADUATION

SCHAAVAN INSTITUTE COMPUTER APPLICATIONS, NELLORE

05/2016 - 05/2018

MASTER OF BUSINESS APPLICATIONS

◦ Aggregate : 75.00%

GRADUATION

ZENEX VISION DEGREE COLLEGE, NELLORE

05/2013 - 05/2016

Bachelor of Computers

◦ aggregate:70.00%

Intermediate

N R JUNIOR COLLEGE, MUTHUKUR

05/2011 - 05/2013

Computer Science Engineering

◦ aggregate:80.00%

Matriculation

Z P HIGH SCHOOL, BRAHMADEVAM

04/2010 - 04/2011

60%

WORK EXPERIENCE

PROCESS ASSOCIATE

ACCENTURE SOLUTIONS PVT.LTD

11/2019 - 12/2021

CHENNAI, TAMILNADU

Accenture is a global professional services company with leading capabilities in digital, cloud and security. Combining unmatched experience and specialized skills across more than 40 industries, we offer Strategy and Consulting, Interactive, Technology and Operations services all powered by the world's largest network of Advanced Technology and Intelligent Operations centers. Our 699,000 people deliver on the promise of technology and human ingenuity every day, serving clients in more than 120 countries. We embrace the power of change to create value and shared success for our clients, people, shareholders, partners and communities.

DOMAIN: FINANCE AND ACCOUNTING

◦ CLIENT: TDC AND CELLNEX TELECOM

SKILLS

Core Accounting Knowledge

SAP

TALLY

JAVA

Microsoft Office

Critical Thinking

Adaptability

Analytic skills

Communication Skills

Good Interpersonal Skills

ROLES & RESPONSIBILITIES

RTR

- I have 2.1 year of experience in the RTR process. ♦ Month end reporting, Month end reconciliations, Query resolution , Recording the necessary Journal entries on a daily basis and month end. ♦ Creating a GL account & WBS as per the client request. ♦ Sending the Travel & Expenses for clients approval. ♦ Close the request within 24 hours in Non Month End and within 4 hours in Month End. ♦ Send the SLA report on a weekly and monthly basis to the client and internal management. ♦ Performing the other tasks like sharing the GPH Report and conducting the ISO session and assessment on a daily and monthly basis to the team

TECHNICAL SKILLS

ERP : SAP, MSOffice Excel

PACKAGE : MS-OFFICE 365

LANGUAGES

English

Full Professional Proficiency

TAMIL

Professional Working Proficiency

HINDI

Limited Working Proficiency

Telugu

Native or Bilingual Proficiency