



AC

ANKITA M CHAUDHARI

SAP MM DATA ANALYST

OBJECTIVE

To get an opportunity where I can make the best of my potential and contribute to the organizations Growth. Seeking a position in a company where I can launch my career and build a valuable skill set. Seeking a role in an MNC where I can upgrade my skills with time and take the company to the next level

MOST PROUD OF

- **work experience**
Demonstrated agility to work in & with different cultures like suppliers.
- **Analytical skills**
Ability to understand the issues quickly & identify root causes.

LEADERSHIPS ATTRIBUTES

- Problem solving & analytical thinking
- Flexible with schedule
- Relationship building
- Good at prioritization of work
- Logical reasoning
- Team engagement

TECHNICAL ATTRIBUTES

- Data analytics
- Teamwork skill
- Active Listening
- Decision Making
- Administrative Skill

EXPERIENCE

SAP MM DATA ANALYST • TENNECO CLEAN AIR INDIA PVT LTD PUNE • NOV 2021- CURRENT

- Master data Updating on required basis
- Communication with supplier regarding Schedule, Supply & Supplier Performance.
- Resolve SAP MM Module Issues.
- Participation in regular team meetings
- Interaction with end users for issue resolution.
- Proactively discuss on issues with other functional consultants for timely resolution.
- Analyzing and providing solutions on the issues raised by the supplier end.
- Settings for key fields in material master such as material group, basic material and purchase.
- Configuration settings for vendor master records.
- Configuration of Document types for Purchase Requisition, RFQ, Purchase Order, Contract and Scheduling Agreement.
- Output determination of documents.
- Command on material Requirement planning.
- Knowledge about Inventory management and Physical Inventory documents.
- Knowledge about covering the complete range of all basic functionality of organization enterprise structure plant, purchasing organization, storage location and purchasing groups. Assignments of all the enterprise structure each other attributes of material type and number ranges for Material master, Output format of material number.

TRAINEE • ADVIK HI TECH PVT LTD, PUNE SEP 2020 - Nov 2021.

- Submits daily, weekly & Monthly Reports for Inventory Analysis.
- Prepare the daily shortage list & send to purchase, PPC, & all concern departments.
- Production declaration as per customer requirement on daily basis.

EDUCATION

- Certified with SAP MM (Material Management) SAP ECC 6.0 Version
- BA in Economics • 2019 • PUNE UNIVERSITY
- H.S.C • 2016 • SCIENCE (RCM COLLEGE,PUNE)

VOLUNTEER WORK

I am an active member of "Sant Nirankari Mission" which has allowed me to develop various aspects of my life. My contribution in the Mission includes the following responsibilities:

- 1 Briefing media about Mission.
- 2 Organization Blood donation camps
- 3 Conducting various carrier oriented and motivational seminars in schools and colleges

PERSONAL DETAILS

Full Name:	Ankita Machhindra Chaudhari.
Sex:	Female
Date of Birth:	14.03.1999
Marital Status:	Unmarried
Languages Known:	English, Hindi, and Marathi
Permanent Address:	Sadguru Prasad Bungalow/171, Near Taljai Pathar, Dhankwadi, Pune 411043
Contact No.:	+91 7741063596
Mail:	ankitachaudhari1403@gmail.com

AWARDS & RECOGNITION

- ACE Award for successfully launch SNC Project (Supplier Network Collaboration)