

Pooja Raythaththa

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Objective:

Skills:

- Familiar with SAP tcode e.g. VK13, LSMW, SM37 and other customized tcode
- Accounts
- Foreign currency exchange
- Audit
- Experience in accounting systems
- Strong analytical and problem solving skills
- Good communication skills

Work Experience

Titan Company Limited – April 2018 to May 2023

Location – Bangalore

Position - Commercial Executive

Sep-2021 to May-2023

- Responsible to validate revenue generated via various e-commerce channels through sales book on SAP MM
- Validate and communicate payment advice with finance and e-commerce team
- Responsible to ensure timely payment collection from various e-commerce channels on the basis of daily sales and predefined tenure
- Calculating the Commission for respective channels as per the defined norms
- Computation of offers/discounts on SAP MM for all stores, dealers, ECOM channels and the resolution part in case of error
- Data sanitization of the bank statement and circulate to respective team to ensure correct reporting to the management

Titan Company Limited – Deployed at Tanishq

Location - Ahmedabad, Gujarat

Position – Cashier

April 2018 to Sep-2021

- To maintain Everyday Billing flow, without any deviation (it may be financial or any header selection as well.)
- Managing Billing follows
- Resolving the Query part of customer on daily basis
- Cheque deposition and cash deposition on daily basis
- Providing required reports to SM, FM & team
- Recording revenue and sharing details to RO
- Maintaining Store Key (for store opening)

- Maintaining every day stock inward & outward process

Education

M.Com - Saurashtra University – 2016

CPT (ICAI) - 2012

B. Com – Saurashtra University 2011

Other Abilities

- Certified in Advance Excel.
- Certified in Power BI.
- Certified in Chat GPT & AI.

Awards

Awarded as “Best Support Role in FY 2020 21”

Awarded as ”Best Support in scheme work in FY 2021 22”

Reference:

Shall be provided based on need