



NIKITA SUNIL SAWANT

Gokul Nagar, Near Jari Mari Mandir, Majiwada circle, Thane West,
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OBJECTIVE

I seek challenging opportunities where I can fully use my skills for the success of the organization.

EXPERIENCE

ZICOM SAAS PVT LTD

DEC 2017- FEB 2019

Service coordinator

- Identifying and appointing service support
- Customer Feedback and response
- Resolving customer issues and queries related to security System
- To assign engineer on field and follow-up from engineer and vendor also
- To follow-up for vendor payment, quotation and customer billing
- To give technical support to field engineer
- To handles escalation on mail and maintain day to day report
- To handle oracle software to maintain customer complaint calls

SANAVI INTERPRISE

AUG 2019- APL 2021

Technical Support Executive

- Experience in technical support for E-surveillance
- Worked on Router, LAN , WAN, Server, Switches, IP product
- To Configure Security Alarm control panel, 4-zone, 8-zone and 32- zone control panel
- To provide online support on call and remote access to field engineer at the time of E-Surveillance installation
- To work on various security sensors which used in ATM and banking sector.

CAPITAL SOFTS PVT LTD

APL 2021 - Present

SAP MM Executive

- Customization of Enterprise structure, Purchasing process and Plant parameters mapping the business process in line with the SAP functionality and configuration of organizational structure (to-be) with Legacy system.
- Define Plant, Storage location and Purchase organization for Enterprise.
- Responsible for Creation of Master data Such as Material Master, Vendor Master, Purchase Info record, Source List.
- Customization of Vendor Screen Layout, Vendor Account Groups, and define no. range for vendor account groups.
- Customization of material groups, Material types, No range for material types
- Inventory management for only good movement and generate goods receipt
- Central Mater Data maintenance and Support desk monitoring
- To support for team technical issue and resolve with help for online support from sap technical team

- **Completed Certificate Course On SAP MM S4/HANA**
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SKILLS

- Worked with SAP MM
- Knowledge about Excel, Microsoft office
- Capable of adapting and working on new systems and environment

ACADEMIC QUALIFICATIONS

- Completed SAP MM training at Henry Harvin
 - BE(EXTC) Passed from Mumbai University in 2017
 - Diploma(EXTC) Passed from Mumbai University in 2014
 - S.S.C Passed from Kolhapur Board in 2011
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COMPETENCIES IN MM

- **Procurement Process**
Purchase Requisition, Request for Quotation, Purchase Order, Good Receipt, Invoice Entry, Valuation, Invoice Verifications, Purchase Info Record
 - **Master Data**
Vendor Master Record and Material Master Record
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DECLARATION

- I hereby declare that the above information is true to the best of my knowledge and belief

NIKITAS SAWANT