

Apurva Awasthi

Accounts Payable Officer



Email

apurvaawasthi181@gmail.com



Mobile

8983345324



Total work experience

2 Years 0 Month



About me

Hi,
I am Apurva Awasthi , I have 2 years of experience in Accounts.
Recently I have cleared my SAP FI S/4 HANA Certification.



Core Competencies

FI-GL

★★★★★

FI-AP

★★★★★

SAP FI

★★★★★

Accounting

★★★★★

Accounts Payable

★★★★★

Invoice Processing

★★★★★



Personal Information

Date of Birth 12-May-1998

City Pune

Country INDIA

Marital Status Single / Unmarried



Profile Summary

Collaborative Key Account Manager with demonstrated success in relationship building, negotiating and developing new business within targeted and assigned accounts. Strong analytic, quantitative and technical aptitude with great attention to detail. Self-motivated, driven and adaptable with proven track record of exceeding goals.



Education

2021

M.Com

rtnmu

9.20/10

2019

B.Com

Nagpur University

89%



Work Experience

2022

Present

Accounts Payable Officer

KBK Chem Engineering

- Hands on experience in SAP FI
- Managing Accounts Receivables/Payable in SAP
- Bill bookings, Proforma, Posting TDS entries, Expenses, Credit note, Debit note posting or Domestic receipt and all Payment entries in SAP
- Manage monthly closing-vendor clearing in SAP
- Prepare daily payment through NEFT/RTGS
- Evaluating the various monthly, quarterly, yearly, report in SAP
- Accounting Software???(Hand on experiences): SAP FI, Tally ERP 9, Microsoft office, O365 (Excel:- Pivot Table, VLOOKUP, Word, PowerPoint,

Outlook)

2020
-
2021

Accounts Officer

ADHISH AGRAWAL & CO.

- Handling vendor account
- Handling Balance Sheet & Profit & loss
- Audit Report (Stock Audit)



Courses & Certifications

- SAP S/4 HANA FI