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| |  | | --- | | .  associate%20logo |       Professional Summary  Motivated SAP FICO Certified Consultant with 2 years of progressive experience.    Core Qualifications   * Configure general ledger accounting /Accounts payable/Accounts Receivable and Asset accounting In SAP S4HANA * Knowledge of FI-MM & FI- SD Integration * Knowledge on Validation &Substitutions * Knowledge on Withholding Tax(TDS) * Knowledge & hands on experience in Asset accounting Configuration. * Good Understanding of finance and accounting principles and processes. * Knowledge of SAP FICO module functionalities, including general ledger, accounts payable, accounts receivable, asset accounting and Funds Management. * Troubleshoot and resolve functional issues (L3 support) related to SAP FICO modules     SAP Skills   * General Ledger, * Accounts Receivable * Accounts Payable * GST and Withholding Tax * Asset Accounting * Bank and cash accounting * Profit Centre & Cost Center Accounting   SAP Testing:   * Attended Training Module on Software Testing as part of SAP Certification Curriculum * Well versed with SDLC methodologies like – Waterfall, Agile. * Knowledge of STLC process – Levels of Testing, Testing types | **Archana Sudhakar Raut**  ✆ +9922921426  🖂 Archana267raut@gmail.com      **PROFESSIONAL EXPERIENCE**  **Name of the Company**: **Infocost Solution Pvt. Ltd, Mumbai (Jun,2022 To till Date)**  **Designation**: Associate SAP Consultant  **Project 1: Mahindra Express Services Pvt Ltd**  (Subsidiary of Mahindra Logistics Ltd)   * Project Description : SAP Rollout & support Project * Work Handled during projects: * Studying the business process of Mahindra Express for Finance area. * Configuration & creation of master Data in Asset Accounting, Accounts Payable, Accounts Receivable   & GL Accounting.   * Configuration of House bank (NWBC) * Configuration of Extended Withholding Tax on the basis of Tax Type, Tax key &Tax code * Configuration of Cash Journal as per requirement. * Configuration of Tax Procedure, Access Sequence, Conditions Type, Account Key as per GST requirement * Master data upload through LSMW. * Vendor & Customer extension. * Creation of Cost center and profit center * Unit testing of solution in development and quality system. * Provide training to business users. * Currently working from client location to support customer queries.   **Project 2: V-Link Freight Services Pvt Ltd**  **(**Subsidiary of Mahindra Logistics Ltd)   * Project Description: SAP Rollout * Work Handled during projects: * Studying the business process of V-Link Freight Logistics for Finance area. * Configuration & creation of master Data in Asset Accounting, Accounts Payable & Accounts Receivable   & GL Accounting.   * Configuration of House bank (NWBC), Automatic payment program * Configuration of Extended Withholding Tax on the basis of Tax Type, Tax key &Tax code * Configuration of Cash Journal as per requirement. * Configuration of Tax Procedure, Access Sequence, Conditions Type, Account Key as per GST requirement * Master data upload through LSMW. * Vendor & Customer extension. * Creation of Cost center and profit center * Unit testing of solution in development and quality system. * Provide training to business users   **Project 3: CIE Automotive Limited**   * Project Description: SAP Rollout * Work Handled during projects: * Studying the business process of CIE Automotive for Finance area. * Creation of Cost center and profit center. * Working on Tickets service task and incident on Priority basis 1,2,3,and 4 * Analyzed FICO related trouble ticket, Discuss with the Business users, determined the route causes and resolved them in timely manner. * Support & manage the process of manual data updates to the user maintained tables needed for testing and in production * Worked closely with the ABAP developers and guided with BDC, BAPI’s for the enhancements as par client requirement.     **Name of the company: Aries Agro Ltd, Mumbai.(Dec. 2010 To Nov. 2021)**  **Designation**: Sr. Account Officer  **Duration**: 06 Dec 2010 to 29 Nov 2021  **Job Description:**   * As SAP End user good understanding of FI-GL configuring, General Ledger Accounting, New GL Accounting. * Configuring & customizing Vendor A/c group, Vendor Master Data, Maintain number range. * Define standard hierarchy of Profit center and Cost center and create Profit Center and Cost Center. * In Tally ERP.9 Posting of Different Expenses and Income Bills with Different Taxes like GST, TDS and TCS. * Checking of journal entries, purchase and sales entries in Tally. * Checking of Petty Cash entries, cash payment vouchers. * Maintains & prepare Inter Branch Reconciliation on regular basis * Preparing Stock Statement Report on monthly basis of all branches & Submit to the Bank. * Assisting in carrying out company’s internal and external audit. * Preparation of monthly MIS and Debtors ageing reports through Tally ERP * Preparing & E-Filling of TDS Returns and issuing TDS certificates. * Filling of GSTR-1 and GSTR-3B reports through Tally & Clear Tax.   **Name of the company: Tripti Gases Pvt. Ltd. (Nov.2009 to Dec. 2010)**  **Designation**: Account Officer  **Duration**: Nov.2009 to Dec. 2010  **Job Description:**   * Posting of purchase & sales entries in tally. * Confirmed inter-company balances. * Preparing monthly debtors collection report in MS-Excel. * Preparing bank reconciliation statements. * Preparing Cash vouchers, payment vouchers, Journal vouchers. * Maintain petty cash book and authorize payments done by cash * Receive invoices or bills from vendors, get them sanctioned and arrange for Payments through cheques * Filling of VAT return, NMMC Cess. * Working in SILICATE software   ­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **ACADEMIC CREDIANTIALS :**   * SAP Certification - SAP S/4HANA for Management Accounting Associates (SAP S/4HANA 2020) from Atos, India. * SAP Certification - SAP S/4HANA for Financial Accounting Associates (SAP   S/4HANA 2020) from Atos, India.   * SAP Testing Course completed in April 2022 from Atos, India * SAP FI Training version on ECC 6.0 EHP 7 in 2020 from Auriga Infosystem, Pune. * MBA in Finance in 2015 from Pune University (Part Time). * Diploma in Tax Management in 2009 from Welingkar’s Institute, Mumbai. * Course of Industrial Accounting in 2008 from ICA, Pune. * Bachelor of Commerce in 2006 from Mumbai University.       **PERSONAL DETAILS:**   * DOB : 14 March 1986 * Marital Status : Unmarried * Language’s known : English, Hindi, and Marathi * Passport No : U4818665 * Address: Shree Datta Prasad Niwas, Plot no.188, Sector 26, Vashi, Navi Mumbai – 400705. |

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