

---

## **HARSH**

### SAP FICO Functional Consultant

Email: [harshpurohit1505@gmail.com](mailto:harshpurohit1505@gmail.com)

Mobile: 9075460436



#### **OBJECTIVE**

To obtain a challenging position in the organization where I can best utilize my expertise as a **SAP FICO Functional Consultant** I look forward to use my domain experience and professional skills in the benefit of the organization as well as my career growth.

#### **SYNOPSIS**

- A true professional with an Analytical bent of mind with 18 months of Experience in core accounting.
- Diligent person with the hunger to learn new things and the ability to work hard and smart.
- Good Inter-personal coupled with the knack to identify opportunities and providing tactical solutions.

#### **PROFILE SUMMARY**

- Pursuing ***MBA in Finance Final year.***
- Hands on Experience of FI End User Scenario on Real time Server and design and Configuration of FI sub-modules, General Ledger (FI-GL), Accounts Payable (FI-AP), Accounts Receivable (FI-AR), Creation of Vendor Master Data ,Customer Mater Data etc on IDES ( Education )Server.
- Seeking a stimulating and a challenging environment in a company where there is constant enhancement of knowledge.

#### **SAP FINANCE MODULE TECHNICAL AND FUNCTIONAL SKILLS**

- **Enterprise structure:** Defining and Configuration of Company, Company code and Business area.

- **Global setting:** Define Field status group Fiscal year Variants, Open and Close posting period, document number ranges, Setting up of document types and posting keys for business transactions.
- **General ledger:** define chart of account, Account group, define tolerance group for GL employees.
  - **GL end user scenario** - creation of GL master data, knowledge about F-02/FB40 GL invoice posting, GL Documents recurring document, park & held document, reversal document.
- **Accounts Payable:** Creation of vendor a/c group & No ranges Define tolerance group for vendor, creation of sundry creditors GL, Display of vendor balances, Define no range for invoice posting,
  - **AP end user scenario:** creation of vendor master, FB60 /MIRO invoice posting, Payment, posting Process of partial payment and down payment to vendor.
- Customization of **APP program** for vendors & dunning procedure for customers.
- **Accounts Receivable:** Define customer a/c group, No range for customer a/c, creation of no. ranges
  - **AR end user scenario:** Creation of customer master, FB 70 invoice posting, payment posting process of partial payment, own payment to customer.
- **House bank** - Creation of house bank, creation of cheque lot, display cheque register, cheque encashment, cheque cancellation.
- **Foreign exchange Revaluation transaction ( F.05 )..**
- **Asset Accounting** - chart of depreciation, creation of input and output tax code, define asset class, depreciation, Asset master creation, asset purchase posting (F-90)
- **Closing Entries** - Carry forward the balances of customer & vendor (f.07), Asset balances ( AJAB ), GL balances(F.16), No range (OBH2), FSV.

## **ACADEMIC CREDENTIALS**

- 2016 **M.B.A** Pursuing from Pune University ( 3<sup>rd</sup> Semester ).
- 2014 **B.B.A** from Dr. B.R Ambedkar University, Agra.
- 2010 **Intermediate** from Delhi Public School, Mathura.
- 2008 **High school** from Amarnath Vidya Ashram, Mathura.

## **WORK EXPERIENCE**

## A

- ❖ **Organisation** : Infosys BPO Ltd. (**08/06/2015- Till Date**)
- ❖ **Address** : Infosys BPO Ltd. Phase II SEZ Unit Plot No-24/3, Rajeev Gandhi InfoTech Park, Hinjewadi, Village- Man, Taluka - Mulshi, Pune, Maharashtra 411057.
- ❖ **Role Designation:** Jr. Accountant (**SAP FICO End User**) Record to Report Department.
- ❖ **Responsibilities:** 1) Month End closing for Spain & Sweden & informing the team to close the Period.
  - 2) ICS Control's for Spain & Sweden.
  - 3) Responsible for timely & accurate processing for Spain & Sweden.
  - 4) Monthly control review with Client.
  - 5) Reviewing processes to find Improvements.
- ❖ **Notice Period:** 30 Days.

## B

- ❖ **Organisation:** Neeraj Kiran & Company (**Jun'14 - Nov'14**)
  - ❖ **Address:** E-314 basement, East of Kailash, New Delhi 110065
  - ❖ **Position held:** Junior Accountant
  - ❖ **Responsibilities:** Posting of invoices, Cash memos, Bills, Bank statements, Preparing Balance sheet.
- 

### **ROLES AND RESPONSIBILITIES:**

- ❖ Month End closing for Spain & Sweden & informing the team to close the Period.
- ❖ ICS Control's for Spain & Sweden.
- ❖ Responsible for timely & accurate processing for Spain & Sweden.
- ❖ Monthly control review with Client.
- ❖ Reviewing processes to find Improvements.
- ❖ Further activities for record to report ( R2R ) department.

### **TECHNICAL SKILLS**

- ERP Packages : SAP ECC 6.0, Tally ERP 9.
- Office productivity : Microsoft Word, Excel, Power point.
- Operating Systems : Windows XP/2003/Vista/7/8.

### **LANGUAGES KNOWN**

English, Hindi.

### **AREA OF INTEREST**

SAP (FI) and other modules.

### **PERSONAL DETAILS**

Marital Status: Single

Date of birth: 15<sup>th</sup> May 1993

Sex: Male

Temporary Address: Sr. No.15/1A, Row House no 18, Kapil Residency, Balewadi, Baner, Pune 411045

Permanent Address: C-1/B, Govind Nagar, Mathura, Uttar Pradesh ( West ), 281001.

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

*Date:*

*Place:*