

## Tejas Vinodrao Raut

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### Objective

Highly motivated and detail-oriented BCA graduate seeking an entry-level role in IT or ERP systems. Skilled in problem-solving, process improvement, and team collaboration. Strong foundational knowledge in SAP MM S/4HANA.

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### Education

#### Bachelor of Computer Application (BCA)

Smt. Kesarbai Lahoti Mahavidyalaya, Amravati

**August 2019 – May 2022**

CGPA: 8.47

#### Higher Secondary Certificate (HSC)

Shri R. R. Lahoti Science College, Morshi

**June 2017 – April 2018**

Percentage: 68.46%

#### Secondary School Certificate (SSC)

Shri Shivaji Higher Secondary School, Morshi

**June 2015 – April 2016**

Percentage: 76.80%

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### Technical Skills

- Microsoft Excel, MS Office
  - SAP MM S/4HANA
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### Certifications

- SAP MM S/4HANA Certification
  - TCS Youth Employment Program
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### Experience

### **SAP MM S/4HANA Intern (3 Months)**

- Learning and applying SAP MM concepts in real-time ERP processes
- Hands-on practice with procurement cycles and material master data
- Exposure to configuration steps like pricing procedures and purchasing structures
- Understanding SAP integration with FI, SD, and PP modules

### **SAP ECC 6.0 Trainee (3 Months)**

- Gained hands-on experience in SAP ECC 6.0 environment focusing on MM module
- Worked on Purchase Requisitions (PR), Purchase Orders (PO), and Inventory Management
- Assisted in Goods Receipt (GR) and Invoice Verification processes
- Exposure to classic ECC transactions and reporting

### **TCS Youth Employment Program (3 Months)**

- Trained in communication, workplace behaviour, and IT fundamentals
- Exposure to real-time projects and client interaction scenarios
- Participated in TCS Young Engineers Program (YEP), focused on leadership and technical growth

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### **SAP MM Key Skills & Knowledge**

- Purchase Requisition (PR) and Purchase Order (PO) processing
- Vendor and Material Master Data management (SAP GUI & Fiori)
- Inventory processes: Goods Receipt (GR), Goods Issue (GI), Stock Transfers
- Procure-to-Pay (P2P) cycle understanding
- Document Types, Release Strategies, and Purchasing Info Records

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### **Languages**

- English
- Marathi
- Hindi
- **Declaration**

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