

# JASKIRATH KAUR



Haryana India



9560792654



jaskirathkaur1998@gmail.com

## PROFESSIONAL SUMMARY

A dynamic professional with over 4+ years of experience in ERP support and implementation. Ability to learn new technologies and methodologies quickly. Have excellent analytical problem-solving communication and interpersonal skills to interact with individuals at all levels and work as a part of the team as well as independently.

## CERTIFICATIONS

- **Microsoft Certified: Dynamics 365 Finance and Operations Functional Consultant Associate** (Exams: MB 300 and MB 310)
- Postgraduate Diploma in International Business Operations

## WORK HISTORY

### Functional Consultant , 04/2023 - Current

Mazars , Gurgaon

Forza Medi

- Professionally interacted with clients to assess business requirements and determine software needs.
- Established priorities and drove accountability for assigned initiatives, providing leadership.
- Implemented reports and presentations for key stakeholders and senior management.
- I wrote effective documentation for each system to deliver comprehensive sets of requirements and alignment with business objectives.
- Conducted complete testing on the existing ERP for the payment cycle to improve the current implementation.
- The best practices document was prepared as per Forza Medi's requirement for the procure-to-pay cycle before development.
- ERP-enabled standard operating documentation prepared for all required processes.
- Conducted day-long workshops before the requirement-gathering phase for Order-to-cash, procure-to-Pay, Plan-To-Produce, Hire-To-Retire and Record to Report to make a clear understanding of ERP usage to the users so that they come up with clear requirements.

### Consultant, 12/2022 - 04/2023

Grant Thornton Bharat LLP, Gurugram

#### Project 1 -

Aamor Inox Sahibabad UP

- Collaborated with key stakeholders to gather business requirements and provided tailored training sessions for end-

## SKILLS

Requirement gathering analysis and documentation

Functional Requirement review

Data Migration

UAT and training

Communication skills

Best practices analysis on PTP and OTC

### ERP Packages-

Tally ERP 09

Align books

World Fashion Exchange

Microsoft Dynamics 365 Finance and Operations

- Accounts receivable
- Credit and collections
- Accounts payable
- Fixed Asset
- Asset management
- Budgeting
- Cash and bank management
- General ledger
- Project management and accounting
- Procurement and sourcing
- Project management and accounting
- Tax
- Consolidation

users.

- Established priorities and drove accountability for assigned initiatives, providing leadership.
- Implemented reports and presentations for key stakeholders and senior management.
- Wrote effective documentation for each system to deliver comprehensive sets of requirements and alignment with business objectives.
- Analyzed problematic areas to provide recommendations and solutions.

### **Project 2 -**

Good View Fashion Pvt Ltd., Gurugram

- Conducted extensive user training sessions, resulting in a smooth transition to the new system.
- Support for end users.
- Managed data migration from legacy systems to ensure data accuracy and integrity.
- Professionally interacted with clients to assess business requirements and determine software needs.

### **Financial Accounting Consultant, 04/2022 - 12/2022**

World Fashion Exchange, Gurugram

- Giving Support and training to the clients during the implementation phase (Finance)
- Weekly and monthly meetings for product development plans with AM and PM
- Provide KT sessions to the team and clients for new developments
- Preparing written documents for new development (Spex)
- Providing demos and training whenever required to the client online.
- Testing the newly developed points and making test cases with written documents

### **Project**

- Lead in GST integration with clear tax for customizable software world fashion exchange.
- A part of pre-sales to sell GST integrations to existing clients, we also conducted training for multiple existing clients online.

### **Assistant ERP Implementation and Support Manager, 06/2019 - 04/2022**

Align Info solutions Pvt Ltd

- Giving support, training and demos to the clients during the implementation phase as and when required.
- Thorough understanding of ERP with regular updates and upgrades
- Giving KT sessions for new developments
- Finding bugs and getting them resolved with the help of the development team.
- Lead in testing of the complete mobile app newly created.
- Preparing written documents of the changes and requirements gathered.

## EDUCATION

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**Microsoft Dynamics 365 F&O Functional Consultant , 07/2022**  
Croma Campus

**M.com, 06/2022**  
IGNOU - Delhi

**B.com (Hons), 2019**  
Deen Dayal Upadhyaya College  
CGPA - 7.622

**Class 12th, 03/2016**  
CBSE  
91%

**Class 10th, 03/2014**  
CBSE  
CGPA 7.6

## ADDITIONAL INFORMATION

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- Awarded as best employee of the month by Align Info sol. Pvt. Ltd.
- Awarded for best efforts in work from Align Info sol. Pvt. Ltd.