

Name :- KIRAN DASHARATH HAJARE

(SAP FI END USER/ACCOUNT OFFICER WITH 1 Yrs EXPERIENCE ,BCOM FINANCE)

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Objective:

To be self-reliant, looking for suitable job in a field of Accounting where my knowledge of SAP finance can be used properly so that it will be compliant and conducive to pursue the goal.

PROFILE SUMMARY

- 👉 Total 1 Yrs. work experience as at SAP FI END USER/ACCOUNT OFFICER .
- 👉 Completed graduation **BCOM (FINANCE)** from DY Patil ACS Pimpri. College Pune
- 👉 Proficient knowledge about scenario of FI sub-modules general ledger (FI-GL), accounts payable (FI-AP), accounts receivables (FI-AR).

SAP FINANCE MODULE TECHNICAL & FUNCTIONAL SKILL

- 👉 **GL end user scenario** – Creation of gl master data, knowledge about (F-02/FB50) GL invoice posting, gl documents recurring document, park & held document, reversal document. display of gl balances (FBL3N)
- 👉 **Accounts Payable:**
 - 👉 **AP end user scenario:** Invoice posting, (FB60/F-43) with tax, vendor payment (F-53), posting Process of partial payment and down payment to vendor (F-48). display of vendor balances (FBL1N)
- 👉 **Accounts Receivable:**
 - 👉 **AR end user scenario:** Invoice posting, (FB70, F-22) with tax, Customer payment (F-28) ,posting process of partial payment down payment to customer(F-29). display of customer balances (FBL5N)
- 👉 **House bank** - Display cheque register, cheque encashment, cheque cancellation.

👉 **Asset Accounting** - Asset master creation, asset purchase posting (F-90), depreciation run (AFAB), sale of asset(f-92)

👉 **Closing Activity**- Like g/l balances (F.16), customer/ vendor balances (F.07), fixed Asset balances (AJAB), opening/closing posting period , document number ranges.

TECHNICAL SKILL

- 👉 ERP Packages : SAP ECC 6.0
- 👉 Operating Systems : Windows XP/2003/Vista/7/8
- 👉 MS OFFICE : Advance Excel , word , powerpoint
- 👉 ERP : TALLY ERP 9
- 👉 MSCIT

WORK EXPERIENCE

Company :- Eclate Staffing Solution

Duration :- Jun 2019 to Till Date

Job profile:- SAP FI END USER /ACCOUNT OFFICER

Client: :- Bombay Rayon Fashions Ltd.

Roles & Responsibility.

- Posting of transaction like vendor payment, purchase invoice, customer payment
- Working of account payable, posting, of transaction like Vendor Invoice (F-43/fb60), vendor payment (F-53), vendor down payment(F-48), display vendor balances (FBL1N)
- Working on Accounts Receivable, Posting of transaction like Sales Invoice Posting (F-22/FB70), Incoming Payment (F-28), Customer Down Payment (F-29), Display Customer Balances (FBL5N).

Professional Qualification:-

- 2020 BCOM (72.00 %) DR.DY Patil ACS College Pimpri,Pune.
- 2014 H.S.C (48.68 %) Mahatma BasweshwarMahavidyalay, Latur.
- 2012 S.S.C (78.64%) Sarswati Highschool Latur.

Personal Details:-

Date of Birth: - 26 June 1996

Gender:-Male

Nationality:-Indian

Languages:- English, Hindi,Marathi

Declaration

I confirm that the information provided by me is true & the best of my knowledge and belief.

Place :- Pune

signature

Date:-