

Abhishek Gour

SAP FI/CO Executive

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CAREER OBJECTIVE

To secure an esteemed position in a reputed organization, as SAP FI/CO Consultant, having conducive culture and giving scope for overall growth and good career prospects.

PROFILE SUMMARY

- Overall 6 years of experience in Accounting sector in which 3 Years of experience as SAP FI/CO Executive.
- New GL: Parallel ledger, Parallel currencies, real time integration with CO to FI, Document Splitting.
- Good analytical, Problem solving with Leadership skills.
- Excellent inter-personal and communication skills, committed to meeting objectives.

EDUCATION DETAILS

- Passed Xth from C.B.S.E. Board in 2009
- Passed XIIth from C.B.S.E. Board in 2011.
- B COM from Delhi University in 2015.
- M COM from IGNOU in 2018.

TECHNICAL KNOWLEDGE

- ERP : SAP R/3 - ECC 6.0, Tally ERP 9.0, Tally Prime, BUSY
- Operating Systems : Windows XP, Windows 7, Window 10

WORK EXPERIENCE

Working with Kishan chand Suresh Kumar as a Senior Accountant since June 2022 to Till Now (Plywood and laminates)

Past Experience with Elegant Technosoft as SAP FI/CO Executive since August 2019 to May 2022

Project :

Client	:	Alok Industries
Project Type	:	Account Payable
Role	:	FI/CO Executive

Client Profile:

Alok Industries is an Indian ISO 9001:2000 certified textile manufacturing company based in Mumbai. Its main business involves weaving, knitting, processing, home textiles, readymade garments and polyester yarns. Alok also has an international presence in the retail segment through its associate concern, Grabal Alok (UK) Limited. This entity owns more than 200 outlets across England, Scotland and Whales vending value for money ranges for menswear, women wear, children wear, footwear, home ware and accessories.

Responsibilities:

- Process purchase order and non-purchase order payments.
- Review and matched invoices
- Route invoices for appropriate approvals.
- Data entries of approved invoices into SAP payables system.
- Research on invoice discrepancies
- Resolve invoice issues with internal personnel.
- Resolve open item invoices and issues with vendors.
- Pay check request and petty cash documents
- Reconcile A/P payments back to the General ledger.
- Monitor payment status of accounts
- Provide process improvements for A/P process.
- Process general ledger entries for discrepancies within the A/P ledger.
- Assist with month end closures
- Prepare monthly MIS Report on Open and Close items.

DOMAIN EXPERIENCE

Organization : Anil Khatri & Co.
Duration : September 2017 – July 2019
Designation : Audit Executive
Organization : Sharma Ankit & Co.
Duration : January 2016 – August 2017
Designation : Account and Audit Executive

Job Responsibilities:

- Companies and Firm Audit (Tax Audit and working or preparation of Form 3CD)
- G S T work and Return Filing (GST Registration, Gstr3B and Gstr1, Amendments in GST and GSTR 2A Working and GSTR 9 Working)
- T D S work and Return Filing
- Income tax Return Filing
- Book Writing in Tally for multiple parties
- Bank Reconciliation

PERSONAL DETAILS

Father name : Mr. Pawan Kumar Sharma
Date of Birth : 02.01.1992
Nationality : Indian

DECLARATION

I hereby declare that the above written particulars are true and correct to the best of my knowledge and belief.

[ABHISHEK GOUR]