**Nani Kameshwar Lolla**

**Senior Process Executive - Cognizant Technology Solutions**

Hyderabad, TELANGANA, 500039, Uppal

nanikameshlolla@gmail.com

+91 8143404299

* An experienced professional with 3 years of rich indigenous experience in Accounts Receivable
* Strong team player and ability to perform in both team and Individual role.
* Strong decision making and problem solving skills. Able to motivate and lead others in a team environment.

**Work experience**

**Senior Process Executive**

Cognizant Technology Solutions – From May 2017 till date

Systems and Applications: Salesforce, SAP, MS office

**Professional experience:**

* Highly analytical accounts receivable (A/R) professional with a thorough knowledge of accounting, Billing and Cash application maintaining the customer master data processes
* End to end order processing in O2C cycle. Managing orders includes

 Creati the on, modification, release, cancel and deletion of orders

**Billing/Invoicing:**

* Focusing on daily flow of manual orders and manual invoices from the client.
* Responsible for customer billing on SAP ERP based on the data received from POC’s.
* Process client invoices and ensure they are accurate complete on time.
* Updated billing system and customer files with issued invoices.
* Work as a team to achieve service for the process and individual targets, and work to-words process improvement activities.
* Prompt response on the customer and onshore email with in the TAT.
* Responsible for end to end order processing in O2C cycle. Managing orders includes

 Creation, modification, release, cancel and deletion of orders.

* Processing of fall out orders in SAP system and converting orders into invoices.
* Performing weekly reconciliation between SAP and various pre-systems, if any variance found, we check for the incomplete documents stuck in SAP back end and release it by updating the missing information.
* Responsible for performing weekly check of orders with no value (zero value), and Bill the required items manually in SAP ERP.
* Monitoring stuck invoices on daily basis and resolving them on time.
* Working on the daily internal documents (idocs) which are stuck in queue.
* Responsible to check open orders and converting them in invoices.
* Playing key role during MEC (Month end close) and performing high impact reports like OTB, Bad debts, billing statistics and other reports.

**Customer Master Data**

* Connecting both EDI (electronic data interface) & Direct debit setup.
* Monitoring customers’ accounts on daily basis and placing blocks as per the request
* Updating bank accounts for clearing the payments.
* Working on the customer & Business mails on timely manner and respond them with appropriate answers
* Resolving customer queries through emails
* Investigation on Customer Invoices and providing them credits accordingly
* Dispute management (Investigation on different kinds of disputes) dealing with Salesforce cases (CRM).
* Weekly meetings with the stake holders and resolve issues and suggest process improvements

**Academic Profile**

Master of Business Administration (Finance)

Jawaharlal Nehru Technological University

July 2015

**Bachelor of commerce**

Acharya Nagarjuna University

March 2013

**Board of Intermediate Education**

March 2009

**S.S.C**

Board of Secondary Education

May 2007

**Achievements**

* Received monthly, quarterly best performer awards within the team and awarded as best performer in the process
* Selected in expert group to generate new ideas in process improvement.
* Selected in migration team when process migrated from SAP CRM to Sales force CRM

**Awarded for lean ideas provided to customer:**

Lean with basic six sigma Silver certification

**Technical Skills**

* Proficient in Microsoft Office, SAP, Tally ERP
* Typing speed of 30 plus Word per Minute.

**Personal Information**

* Name : NaniKameshwarLolla
* Father’s Name : Murali Mohan Lolla
* Date of Birth : 11-05-1992
* Gender : Male
* Marital Status : Single
* Languages Known : English, Telugu and Hindi.
* Permanent Address : NanikameshwarLolla

D.no: 12-19-7/2, Prakashnagar,

Narasaraopet, Guntur dist, Pin-522601

* Passport# : R3014348

**Declaration**

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

**Place**: Hyderabad

**Date :** **(Nani Kameshwar Lolla)**