**Adriana Solis**

**SAP FI-CO-FM-Hana Consultant**

**Professional summary:**

* More than **12 years of experience** with **SAP FI , CO** and **FM** **modules**.
* Nine implementation projects (end to end), Three roll-outs and one up-grade (4.6c to 6.0).
* 10 years of Technical support to SAP users in different companies (services) to diverse modules (FI, CO, MM and FM).
* Experience in managing incidents and service requests, prioritize and delegate
* Customizing expertise in **SAP FICO ECC** and **S4HANA** including Organizational Structures, General Ledger Accounting (**GL**), Accounts Payable (**AP**), Accounts Receivable (**AR**), Asset Accounting (**AA**) FICO integration with Sales and Distribution (**SD**) and Materials Management (**MM**), Controlling (**CO**) modules, Production Planning (**PP**).
* Experienced in customizing CO submodules (Profit Center, Cost Centers, Cost Elements, Internal Orders);
* Good understanding of integration points between SAP and non-SAP Systems SAP
* Certified - Management Accounting (CO) with SAP ERP 6.0 EhP6
* Experience working with **S/4 Hana** 1709 FPS01, **Fiori apps**; and **ECC 6.0**
* Experience with **Agile** Methodology.
* Experience Preparing high level proposals for SAP projects for different clients.
* Industry experience: **Oil & Gas**, **Health Care**, **Mine**, **Services**, **Fashion**, **Manufacturing,** **Aerospace,** and **Automotive**.
* Strong Post Implementation support with experience in various industries
* Excellent communication and inter personnel skills.
* **Experience working in a US company** (Anheuser Busch, St. Louis, MO.)
* Involve with Canadian Mining Projects, where English is used as main language to conduct training, support, documentation, etc.
* Experience as a SAP Project Manager for one year and **FICO team lead**.
* Expert in designing of Authorization Roles;
* Led and recruited cross functional teams to deliver values, mentoring individuals to develop abilities that impacted company success.
* Experience in staff training; customer support,
* Excellent understanding of **business analysis**, **financial management** and **business operations**
* Review and control of documentation; process tracking;
* Performing technical specifications for programs, reports and interfaces;
* Idocs, Bapis and LSMW expertise.
* Expertise in **ALE IDOC** and **RFC Configurations**.
* Maintaining and execution of validations and substitution
* Proficiency knowledge in Report Painter and Report Writer Tool.

**Technical Skills:**

|  |  |
| --- | --- |
| SAP Versions | SAP ECC 6.0 and 4.6, SAP Hana, SAP S/4 Hana |
| SAP Modules | Finance: General Ledger Accounting (GL), Accounts Payable (AP), Accounts Receivable (AR), Asset Accounting (AA)  Controlling: Cost Element/Cost Center Accounting, Profit Center Accounting, Internal Orders  Fund Management: Budget Control System (BCS), Budgeting, Availability Control (AVC), Actual and Commitment Update/Integration. |
| SAP Technical | LSMW, Report Painter and Report Writer, Idocs, Bapis, Interfaces, electronic documents (eInvoice and epayments), Fiori apps. |
| Methodologies | ASAP, ACTIVATE, AGILE, CMMI. |
| Documentation Tools | Infopak, SPP. |
| Office | Word, Excel, Power Point |
| Internet Technologies | HTML |
| Microsoft Technologies | VB.NET, C#.NET |
| Programming Languages | ABAP (basic) |
| Design Modeling | MS Visio, Bizagui, IP5. |
| Operating Systems | Windows 95/98/2000/NT, XP, 7, 10 |

**Courses:**

* Academy SAP FI – SAP
* Academy SAP CO – SAP

**Certifications:**

* Management Accounting (CO) with SAP ERP 6.0 EhP6
  + Certificate ID: 0015453129

**Education:**

Bachelor Degree in International Business Administration, Universidad de las Americas

Master Degree in Management and Marketing, Universidad Popular Autonoma del Estado de Puebla

**Professional Experience:**

**Gaming Machines Industry Client**

**USA - Dallas , TX Oct, 2020 to Current**

***Senior SAP FI Consultant***

**Responsibilities:**

* Provide recommendations tied to analysis and assessment
* Present analysis, findings, and recommendations to managers, especially findings
* Customize the localization scenarios for Finance and review OSS notes to applied (if required)
* Configure all relevant Finance reports – monthly and yearly, and Create Functional Specification if necessary.
* Configure and support the other teams in the customizing of the electronic invoicing interfaces
* Configured and customized Chart of accounts, Company code Global Parameters, Account Groups, Field Status Groups, and Tolerance Groups.
* Customizing Accounts Receivable and Accounts Payable master data, AR and AP along with Open Item processing settings, Incoming Invoices/Credit Memos (terms of payment), Outgoing Payment, Incoming Payment, Open item Clearing, Down-payments
* Configured and customized Asset Accounting Module. Configured depreciation areas, defined assets classes, account determinations, screen layout key, allocate number ranges to assets classes, defined the classes of assets, capitalization procedures and depreciation calculations.
* To be an integrator between the Key Users in LATAM and Other Consultants in Europe.
* Support the integration team in the configuration and testing of the whole e-invoicing process
* Understand system processes and reporting compliance requirements and user interfaces impacted by the ERP system.
* Perform integration testing of the FI set up
* Perform UAT testing of the FI set up
* Perform business training
* Prepare technical documentation and end-user guides for the performed customizing
* Support the go-live preparation and the go live itself
* Provide regular business support to the implementation and go-live at each of the countries (Mexico, Panama, Peru, Colombia)

**Environment:** SAP ECC 6.0

**Deloitte USA/Mexico**

***Project*:** **Automotive Client Silao, Mex. Mar, 2019 to Sep, 2019**

***Senior Lead FM Consultant***

**Responsibilities:**

* Gathers and analyses user business processes and requirements. Understands client’s requirements needs, and functionality of the system product module Responsible of development of business blue print;
* Analyzed the existing legacy system, gathered functional requirements through user meetings, gap analysis, participated in process improvement teams and produced the functional requirements document.
* Defines, reviews and documents client’s business requirements and validates solutions with the client;
* Configuration in Fund Management module (FM) focusing in Budget Control System (BCS): Budgeting, Availability Control (AVC), Actual and Commitment Update/Integration;
* Customizing of Derivations rules for fund Management;
* Elaborate Script for Integration testing;
* Document integration test scenarios;
* Understand system processes and reporting compliance requirements and user interfaces impacted by the ERP system,
* Project administration with Agile Methodology;
* Preparation and performance of Workshop to Company’s Executives,
* Conduct knowledge Transfer sessions, Final User training;
* CPP’s and BBP’s documentation;
* Customize Integration with various modules like PP, BW and Asset Accounting.
* Cutover planning;
* 24/7 Support post go-live.

**Environment:** S/4 Hana.

**K2Partnering**

**Puebla, Mex. Aug, 2017 to Sep, 2017**

**Project: Kaysser, Thyssenkrupp, Volkswagen, SMP**

**Responsibilities:**

* Creation of sale proposals for new clients, time estimates and business meetings (Clients Jopp, Hahn+Kolb, Volkswagen) to elaborate questionnaires to gather information,
* Make visits to clients, conduct interviews with end users about the requirements,
* Perform analysis of the requests, cover the needs of the clients with the technical proposal,
* Create an estimate of the plan of project, estimate the resources necessary to comply with the scope of the project, prepare technical proposal document.
* Worked in resolving tickets
* Planning and monitoring the project
* Preparing and maintaining project, stage and exception plans as required
* Analysis of the requirement to develop a new transaction to perform a VAT clearing after Differ Tax Transaction (F.38). This development was made using standard BAPIS. Also was required after the posting to perform the clearing of the VAT accounts.
* To create new programs to manage Leasing Contracts to meet the requirements for IFRS16 law. The functionality required is IFRS16 menu, IFRS16 questionnaire for audits, Document Posting. This project is in progress and the Business blue print phase is completed.
* SMP, migration from Electronic Accounting 1.1 to 1.3 (Mexican Localization) to present electronic reports to Mexican TAX Authorities. Support activities to improvements to the current systems: analysis, development, functional specification and testing.
* Deployment of a functional specification to send email notifications when a vendor payment is done;
* Customizing of Accounts Payable master data,
* This development was design with the standard Function modules when executing transaction F110 (Automatic Payment)
* Look for OSS notes to accomplish customer needs,
* Apply OSS notes

**Environment:** SAP ECC 6.0 and 4.6

***Project*:** **Continental**

***San Luis Potosi, Mex.***

***Senior SAP FICO Consultant***

**Responsibilities:**

* Configuration of ePayment for Mexico Localization (Electronic Document of Customer’s Prove of Payment),
* Testing plan and test scripts development and testing
* Conduct business meetings with project managers,
* Customizing of Terms of Payment, House Bank information, bank keys and document types
* Customizing of customer master data fields;
* Project administration tasks;
* Development of functional specifications for specific requirement to obtain the file to be presented to Mexican Tax Authority, particularly for automotive assemblers.
* Strong knowledge of integration with legacy systems for electronic Invoices;
* Provided work around as part of Process Improvement

**Environment:** SAP ECC 6.0

**Softtek**

**Mexico May, 2014 to May, 2018**

***Project: Pre-sales* Jan, 2017 to May, 2018**

***SAP FICO Consultant* Dec, 2015 to Mar, 2015**

**Responsibilities:**

* To elaborate questionnaires to gather information,
* Make visits to clients, conduct interviews with end users about the requirements,
* Perform analysis of the requests, cover the needs of the clients with the technical proposal,
* Create an estimate of the plan of project,
* Estimate the resources necessary to comply with the scope of the project, prepare technical proposal document;
* To estimate times, head count and activities in order to meet customer requirements. Prepare high level proposals for SAP projects for different clients.
* Conducting SAP Demos to prospective clients;
* Customize Financial and Controlling Scenarios in SAP Demo system in order to show to customers;
* Work together with the consultant’s team to prepare an integrated technical proposal.

**Environment:** SAP ECC 6.0 and S4 Hana

***Project*: Altex Apr, 2015 to Dec, 2015**

**Remote**

***SAP FM Consultant***

**Responsibilities:**

* Implement Roll out Project template with S4 Hana;
* Helping the Finance team in the configuration of Derivation Rules for Fund Management;
* Integration test planning;
* To review the FM definitions to implement new functionality;
* Create new budget for integration testing;
* Create necessary master data to perform Integration testing scenarios;
* Document testing scenarios results.

**Environment:** SAP S/4 Hana.

***Project*: AXO Ago, 2017 to Ene, 2018**

***Mexico City, Mex.*/Remote Jan, 2017 to Jun, 2017**

***SAP FI/CO/FM Consultant***

**Responsibilities:**

* Functional and Configuration Support of FM, CO and FI Module.
* Support after FM module implementation, this required to make some adjustments for legacy systems that before implementation were working.
* Improvements to FM process were required, and for that an extensive analysis of the issues were realized and documented.
* Support Inbound and Outbound EDICOM interfaces;
* Interface and customizing Update after implementation of Funds Management,
* Trained End-Users and ensured documentation are done as per the company’s standard.
* Conducting business playback meetings to present the possible solutions from IT perspective;
* Determining the right solution which is technically feasible and meets the compliance requirements;

**Environment:** SAP ECC 6.0

***Project*: COTEMAR-Lifting Jun, 2017 to Jul, 2017**

**May, 2016 to Nov, 2016**

***Mexico City, Mex./Remote***

***SAP FI/CO/FM Consultant***

**Responsibilities:**

* Rollout Project for new Company Energy SA de CV., this company was a human resources company for Lifting, therefore not all the configuration was necessary to implement.
* Responsible for FI-GL, AP, AR,
* Customizing CO module (Profit Center, Cost Centers, Cost Elements, Internal Orders);
* To adapt Lifting’s implementation template that was implemented.
* The activities were: analysis, development, and testing.
* The integration testing and cutover activities.
* Migrated various master data and transaction using LSMW
* Implementation Project for new Company (Lifting) Oil and Gas Industry. This was the first Oil and Gas project for Softtek,
* Implementation based on Cotemar’s scenarios template (because Cotemar Company Code was already implemented but it is a service company), more scenarios were added for the Oil and Gas Industry for Finances modules (FI, CO and FM).
* Full implementation cycle (Business Blue Print, Development, Cutover, Golive).

**Environment:** SAP ECC 6.0

***Project*: Support to different clients**

**HP- BAFAR**

**SAP America/Independent School District No. 89 of Oklahoma**

**KUO**

**Condumex**

**IMPAC**

**Remote**

***SAP FICO/FM Consultant***

**Responsibilities:**

* Functional Support of. The activities were to create scripts of financial scenarios and document the results: to create user’s work instructions and to solve user’s issues during testing after the migration to SAP on Hana;
* As part of the support team, the activities were to create new master data, solve user’s issues regarding Fund Management module;
* Implementation of Electronic Accounting (Mexican Localization);
* As part of the FICO team, the responsibilities were to perform the testing and documentation of scenarios.
* Functional and Configuration Support of FI, CO and FM and Module;
* Most of the activities were related with adhoc reports (z’s) issues and improvements;
* To correct product costing processes;
* Quality Assurance of Business Blue Print Documents;
* Deployment of Integration Scripts of the CO module;
* Integration Testing Plan.

**Environment:** SAP ECC 6.0 and SAP on Hana

***Project*: Anheuser Busch, Jul, 2015 to Nov, 2015**

**St. Louis, MO. U.S.A. and Remote**

***SAP FICO Consultant***

**Responsibilities:**

* Worked with Controllers and refined all Cost Elements and Profit Center Assignment;
* To modify current reports using Report Writer tool. The new reports needed to be change with a new Cost Center and Profit Center structure;
* To perform an analysis of the requirements of each report,
* Restructured Cost Element to be used in reporting;
* Make a solution proposal after analyzing business requirements;
* Maintained the Standard Hierarchy (included new Profit center);
* Make the changes with Report Writer tools;
* Direct the two financial consultants;
* Perform Unit and Integration tests and;
* Documentation of the configuration;
* Conduct business meetings with the users and managers.

**Environment:** SAP ECC 6.0

***Project*: AM DL MRO (TechOps) Nov, 2014 to Jun, 2015**

***Queretaro, Mex.***

***SAP FICO/FM Consultant***

**Responsibilities:**

* To prepare Fund Management Project Proposal to Customer;
* To help business with Controlling Enhancements for Cost Center, Profit Centers and Accounts Budgeting;
* To configure Distribution and Assessment cycles for cost center in order to analyze P&L reports by Line or Production;
* To develop new Balance and P&L reports for Managers and Finance Director;
* To support Finance operations, especially during period end closing, focusing in Foreign Currency Valuation and Fixed Assets;
* Designed Asset Depreciation Methods;
* Configured Asset Chart of Depreciations;
* Set up Bank Determination process and Automatically payment methods to Vendor;
* Conduct User training sessions;

**Environment:** SAP ECC 6.0

***Project*: SuKarne May, 2014 to Oct, 2014**

***Culiacan, Mex.***

***SAP FICO Consultant***

**Responsibilities:**

* Perfomr interviews to customer to gather information to prepare AS Is and BBP Documentation
* Developing Document As Is and To be (BBP);
* Identifying RICEFS (Reports, Interfaces, Conversions, Enhancements, Forms)
* Configuring the modules FI (New GL, AP and AR) and CO (Profit Center, Cost Centers, Cost Elements, Internal Orders);
* Unit and Integration Testing;
* Responsible for Master Data Uploads;
* Customer Training and Documentation;
* Cutover Planning;
* Development of Functional Specification documents for reports, interfaces and programs;
* LSMW Program Development; Handling Bapis and Idocs.

**Environment:** SAP ECC 6.0

**Neoris**

**Mexico May, 2012 to Feb, 2014**

***SAP CO/FM Consultant***

***Mexico City, Mex.***

***Project: BUNGE Mexico*  2014**

***Tec Milenio***

**Responsibilities:**

* To elaborate an information survey about the financial closing processes of the company.
* To document closing processes;
* Make a proposal of the improvements that could be implemented in SAP for the company.
* To elaborate Integration plan, and scripts,
* Realization of the integral tests as part of the implementation team,
* To document the test scenarios;
* Make adjustments to the customizing for Revaluation process.

**Environment:** SAP ECC 6.0

***Project: Hospital Infantil Teleton de Oncologia* May, 2013 to Nov, 2013**

***Querétaro, Mex.***

***SAP CO/FM Consultant***

**Responsibilities:**

* Customizing of Finance, Controlling and Fund Management modules for Hospital Infantil Teleton, with Health Care (ISH) industry solution.
* Defines, reviews and documents client’s business requirements and validates solutions with the client;
* Configuration in Fund Management module (FM) focusing in Budget Control System (BCS): Budgeting, Availability Control (AVC), Actual and Commitment Update/Integration;
* Customizing CO submodules (Profit Center, Cost Centers, Cost Elements, Internal Orders)
* Customizing of Derivations rules for fund Management;
* Elaborate Script for Integration testing;
* Document integration test scenarios;
* Elaborate
* Conduct knowledge Transfer sessions, Final User training;
* CPP’s and BBP’s documentation;
* Cutover planning;
* Support post go-live.

**Environment:** SAP ECC 6.0 ISH industry

***Project: Silver Crest* May, 2012 to April, 2013**

***Torex Gold***

***Goldgroup***

***Guerrero /Hermoosillo, Son. Mex /Remote***

***SAP CO/FM Consultant***

**Responsibilities:**

* End-to-end implementation of SAP All In One in the CO module,
* Customizing of Controlling module (CO): CO- OM- PCA, CO-OM-CEL, CO-OM-CCA, CO-OM-OPA.
* Knowledge Transfer session in English and Spanish.
* It was required to make some custom reports using the Report Painter tool.
* BDD’s, CPP’s and BBP’s documentation
* It was required to perform business meeting, phone calls and documentation in English.
* Create User Guide with CO scenarios;
* Designing of Authorization Roles;
* Prepare Cutover plan;
* Post go Live support.

**Environment:** SAP ECC 6.0

**Star Networks Jan, 2013 to May, 2013**

**Mexico City, Mex.**

***Project Manager and SAP FICO and MM Consultant***

**Responsibilities:**

* Work with development and support teams to create changes or modifications in efficiency to day to day operations;
* Liaising closely with business and technical teams;
* Assist to business meetings with Directors to show the improvements in the system;
* Creating checkpoints and milestones to measure progress and alignment;
* Visit distribution channels to supervising SAP processes with the users, to verify the correct use of the SAP;
* Assist issues related to integration of non-SAP applications and systems;
* Provide training and documentation on improvements;
* updated procedures and user manuals;
* Find ways to improve on-going business.

**Environment:** SAP ECC 6.0

**Neoris, Mexico May, 2010 to Jun, 2011**

**Monterrey, Mex.**

***Projects: AMD***

***Gold Corp. Guatemala***

***SAP FICO Consultant***

**Responsibilities:**

* Quality Testing of business scenarios;
* Look up for master data for testing activities;
* Manual and automated process analysis;
* To elaborate and document testing plan
* Coordinate migration data to be upload into the system;
* To document test scenarios for Mining industry.
* Upload data into the system, manually and with LSMW tool.

**Environment:** SAP ECC 6.0

***Project Description: Alamos Corp* May, 2010 to Oct, 2010**

***Hermosillo, Son. Mex. /Remote***

***SAP FICO Consultant***

**Responsibilities:**

* Development of business blue print;
* Configuration in Controlling module (CO);
* To prepared and conduct Workshops to Key users to show the Processes in SAP;
* Customer training;
* Elaborate User Manual of FI and CO modules;
* BDD’s, CPP’s and BBP’s documentation;
* Cutover planning and support post go-live. I
* It was required to perform business meeting, phone calls and documentation in English.

**Environment:** SAP ECC 6.0

**Intra Consulting Jun, 2007 to Jan, 2009**

***SAP FI Consultant***

**Responsibilities:**

* Functional and Configuration Support of the Financial Accounting (FI), Controlling (CO), AR, AP and GL SAP Modules;
* Gather detailed requirements from business users;
* Provide innovative ideas to solve business or technological challenges;
* Work with senior team members and the team lead to perform quality reviews at the requirements;
* Design and development phases and to pass stage gates;
* Provide consistent progress/status reports to senior team members and lead.

**Environment:** SAP ECC 6.0.

***Project Description: HOSPITAL SAN JOSE Tec de Monterrey* Nov, 2008 to Mar, 2009**

***Monterrey, Mex.***

***SAP FP-ISH Consultant***

**Responsibilities:**

* Data Migration Consultant (version 4.6 to version 6 of SAP in the Patient Billing module for the Health Industry). Help defining the data migration strategy.
* Generate and review the required project technical data migration documentation (including data migration strategy, data mapping specifications, data extraction file layout/specifications, data migration and data verification protocols etc).
* Gather and document the data migration requirements from the ERP teams and legacy SMEs and communicating them to the appropriate technical staff.
* Support the execution of the data cleansing and standardization activities to be implemented.
* Support the business teams during the user acceptance testing activities.

**Environment:** SAP ECC 6.0 and 4.6 ISH Industry

***Project Description: CLINICA VITRO* Aug, 2007 to Feb, 2008**

***Monterrey, Mex.***

***SAP FICO/FM Consultant***

**Responsibilities:**

* Configure solution in SAP for FI, CO and FM Modules;
* Testing Process of CO- OM- PCA, CO-OM-CEL, CO-OM-CCA, CO-OM-OPA.
* Testing SAP Funds Mgmt (FM) focusing in Budget Control System (BCS): Budgeting, Availability Control (AVC), Actual and Commitment Update/Integration
* Ensure transports to QA and Production.
* Complete transport documentation;
* Coordinate signature and validation process;
* Preparation of Integration test Scripts;
* Maintain documentation, including solution, BPP, configuration, functional specification, and test scripts.
* Support the business teams during the user acceptance testing activities.

**Environment:** SAP ECC 6.0 ISH