

## **RESUME**

**NARSIMHA CHARY**

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### **PROFESSIONAL SUMMARY:**

**SAP Super User and Certified GST Professional** having 10 years professional experience in **SAP S4 HANA Finance, SAP FICO R/3, SAP FICO ECC 6.0, JDE Edwards**, all fields of accounting, finance and indirect taxes inclusive an expertise in professional management accounting and efficient in Project management, expertise and professional experience in support of closing of financial accounts.

### **EXPERIENCE SUMMARY:**

<b>COMPANY WORKED WITH</b>	<b>DURATION</b>
CMS IT SERVICES PVT LTD	2015 to Till date
CMS INFO SYSTEMS LTD	2011 to 2015
CMS COMPUTERS LTD	2007 to 2010
CHERUKURI FINANCIALS SERVICES	2006 to 2007

### **TECHNICAL SUMMARY :**

SAP Releases : SAP S/4 HANA Finance 1809, SAP FICO,ECC 6.0  
SAP FICO R/3.  
Other ERP : JDEdwards Enterprise One.  
Accounting Packages : Tally 6.3,Tally 7.2, Focus,Wings, Modular,Tata EXN &  
Fox Pro.  
Office Suits : MS Office, Open Office.

### **EDUCATION:**

<b>Degree Held</b>	<b>Year of Passing</b>	<b>College/ University</b>
Executive MBA(Finance)	2010	Indian School of Business Management and Administration
Bachelor of Commerce	2001	Osmania University

## **ACHIEVEMENTS:**

- Awarded as “You Made A Difference” in 2019.
- Awarded as “Emerging Leader” for the year 2018.
- Awarded as “Consistent Performer” for the year 2017.
- Awarded as “CMS SAGE” for the year 2015.

## **WORK HISTORY**

Company : **CMS IT SERVICES PVT LTD**  
Role : **Deputy. Manager - Accounts**  
Duration : **Jan'16 to Till Date**  
SAP Environment : **SAP S/4 HANA Finance (FI/Co).**

CMS, As one of India's top IT services firms, has support IT infrastructure spread across in India, provides complete solutions to large corporations across all sectors, including banking, insurance, retail, telecom and manufacturing.

## **JOB RESPONSIBILITIES:**

- Hand-holding of User in posting the transaction/updating in the system.
- Support SAP (FI) Finance practice in multi entity and diversified line of business environment.
- Month-end closing processes, preparation of provisions and financial statements.
- Perform and reconcile inventory GL accounts month-end closing and prepare provisions.
- Help perform Support SAP Hana S/4 Finance Ticket analysis to identify and implement improvements, and report these findings, data and KPIs to Firm Leadership in a concise / dash boarding format.
- Postings - Document Parking, Posting, Recurring Entry, Document Reversals, Mass Reversals, Accrual/Deferral Postings, Clearing, Balance Analysis, Inter Company postings & clearing, Accrual postings with reversal option, Manual accruals, Noted items.
- Document Splitting, Account Clearing - Automatic Clearing, GL Planning – General Ledger Planning., Account Balance Interest Calculations - Account Balance Interest Calculations for General Ledger.
- Closing Operations – Regroup Receivable/Payables, GR/IR Clearing Account Maintenance, Profit and Loss Adjustments, Financial Statement Creation, Carry Forward G/L Balances, report writer and painter Accounts Payables (FI-AP)..

- Assist/prepare monthly journal entries, balance sheet reconciliations for accuracy and completeness, Assist with physical inventory and inventory counts etc.
- Withholding TAX – country specific WHT requirements. Accounts Payable(FIAP), Accounts Receivables (FIAR).
- SAP PS module and Integration of PS with Controlling and Finance(PS-FICO).
- Customer Down payments – Customer Down Payment, Customer Document Parking, Outgoing Invoice & Credit Memos, Document Reversal.
- Customer Payments – Release of payment, Manual Incoming Payments, Automatic Incoming Payments, Customer Payment medium creation., Payment methods, Batch processing, Online processing
- Account Clearing – Manual and Automatic Clearing.
- Interest Calculation – Customer Account Balances Interest Calculation, Calculation of Interest on Arrears – Customers. Bank Accounting (FI-BL).
- Incomings – Manual Account Statements, Check Deposit Transactions.
- Check Management – Manage Check Balances, Check printing, Check Void, Check reprint.
- Cash Position, Memo Records, Check Deposit
- Bank statement – Manual Entry and Electronic,Cash Concentration.
- Providing immediate solutions to the queries and problems faced by end users in SAP S/4 Hana Finance module.
- Resolve issues faced in SAP Hana Finance System and Coordinate with SAP Team when required.
- Master Data: Vendor, Customer, Credit Management, General Ledger (GL) and Cost Center (CC) master data management.
- Understanding of report creation from SAP/Business Objects.
- Knowledge sharing SAP Finance sessions in order to impart knowledge on different areas among the team and organization.
- Manage SAP FI monthly closing of AP/AR module including Provision and accrual information to ensure accuracy of financial statement.
- Implementing systems, procedures & manuals for preparation in line with SAP S/4 Hana Finance & maintenance of statutory books of accounts & financial statements, ensuring compliance with statutory requirements.
- Lead & Liaise various Audits pertaining to AP&AR (Statutory, Indirect Tax etc.,). Manage *Lease Accounting* in line with SAP Hana S/4 Finance for **PAN INDIA** office premises.

- Preparing sundry deposit schedules, providing to management monthly basis create reports from SAP Hana Finance and providing to statutory auditors when they required.
- Successfully demonstrated in helping SAP GST related issues.
- Handling Litigation in Indirect Tax and to ensure compliance in Indirect Tax matters GST etc,
- Prepare User manuals and conducting for GST Training sessions in line with SAP Finance for key users.

Company : **CMS IT SERVICES PVT LTD**  
 Role : **Assistant Manager - Accounts**  
 Duration : **Jan'15 to Jan'16**  
 ERP Environment : **SAP FICO ECC 6.0.**

**JOB RESPONSIBILITIES:**

- Handling of AP against Goods Received Note (GRN) & Service Received Note (SRN). Payment of invoices in with accordance contract, as per authorization, matching of payments with invoices in SAP FI accounting system.
- Responsible for timely submission of Statutory Returns and Audit Reports and initiate the Completion of VAT/CST Assessments.
- Attending queries, Reply to notices on time, preparation of submissions in litigation proceedings and representation before sales tax & appellate authorities;
- Critical review of Agreements/ MOUs and business models to ensure effective tax compliance.
- Dealing with Internal Auditors & Statuary Auditors (S.R. Batliboi & Co. i.e. E&Y).
- Handling Litigation in Indirect Tax and to ensure compliance in Indirect Tax Telangana, Andhra Pradesh, Tamilnadu & Puducherry.
- Ensure filing of profession tax monthly returns, e-payments, annual returns and audits.
- Ensuring statutory compliances while processing the vendor payments i.e. deduction of TDS at the correct rate as per the nature of the agreement, checking proper computing the Service Tax under RCM depending on nature of the transaction etc.
- Managing Lease Accounting for PAN INDIA office premises and making timely premises lease rental payments and timely payments like Vendor's, Employee's imprest/advance, Travel, Statutory etc.

Company : **CMS INFOSYSTEMS LTD**

Role : Senior Accounts Officer.

Duration : Feb'11 to Jan'15

ERP Environment : **SAP FICO R/3.**

**JOB RESPONSIBILITIES:**

- Coordinating Sales Tax, Service Tax & Professional tax Audits, Assessments, Sales Tax appeals and enquiries and providing necessary information/documents sought.
- Supervise the team for voucher preparation, deposit of collections, cheque & cash payments for various expenses.
- Create of Monthly budget and weekly budget statements from SAP system.
- Very strong knowledge of technical accounting and business matters including GL close process, reconciliation and statutory reporting requirements in line with SAP System.
- Generate Monthly Reports (Liability, Cash flows, P&L a/c, Statutory bills, Stock, Vendor and customer etc.), and Submitted to the Management with time and accuracy norms.
- Preparation of MIS reports to provide Management on a daily/weekly/monthly basis.

Company : **CMS COMPUTERS LTD.**

Role : **Accounts Assistant**

Duration : **Feb'07 – Dec'10**

ERP Environment : **JDE Edwards Enterprise one.**

**JOB RESPONSIBILITIES:**

- Filing of Sales tax returns, and Professional tax returns in compliance with statutory tax acts.
- Prepare and maintain ledger accounts, Manage monthly/quarterly/annual closing process.
- Ensuring timely making monthly billing and submit the invoices to customers.
- Booking of invoice against Goods Received Note (GRN) & Service Received Note (SRN), Misc. Vendor invoices & process the payment vouchers & receipts.
- Preparation of MIS reports to provide Management on a weekly/monthly basis.

- Voucher preparation, deposit of collections, cash payments for various expenses.
- Collection of “C” forms from customers, applying ‘C’ Forms for issue to the vendors and collections of “F” forms from other states, applying ‘F’ Forms for issue to other states.
- Manage account payable and receivables on end-to-end basis and review accounts receivables and payable periodically.

Company : **CHERUKURI FINANCIALS SERVICES**

Role : **Accounts Consultant**

Duration : **Jun'06 – Dec'06**

Cherukuri Group Founded in the year 1994, it is a closely held family-managed, professionally running business organization, dealing in a variety of segments including Finance, Jewellery, Real Estate, Education, Legal Consultancy and Business Consultancy.

#### **JOB RESPONSIBILITIES:**

- Preparation of Trial Balance, Profit and Loss A/c and Balance Sheet of various clients from service and manufacturing related firms and small scale industries.
- Prepare and Filing VAT, TDS & Service Tax Returns of clients.
- Bank recon, Debtors and Creditors recon of clients
- Ability to handle multiple tasks simultaneously under tight deadlines
- Worked on more than 16 accounting packages to deal with various clients, mainly worked on Tally 7.2, Focus, Modular, Fox pro & Tata EXN etc.
- Dealt with various clients to resolve accounts and audit related issues.
- Managing ensure that timely collection and issue of ‘C’ Forms, ‘F’ Forms & issue the waybills.
- Monthly Cash, Bank recon and Customer & Vendor recon.

#### **PROFESSIONAL CERTIFICATIONS:**

<b>Certification</b>	<b>Certified in</b>
Goods & Service Tax (GST)	2016
PGDCA	2003

Place: Hyderabad.

Date: January 1<sup>st</sup> 2022.