**Rashmi Singhal**

**Oracle Financial Functional Consultant**

* **Professional Summary:**
* **IT Professional with over 12+ years of experience on Oracle Applications (E-Business Suite).**
* **Experience on Oracle Fusion, financial modules across various versions of Oracle Applications including R12.1.3, 11.5.10 and 11.5.9**
* **In depth knowledge of Oracle Fusion( Saas, Paas, Iaas) Oracle Financials: Accounts Receivables, Procure to Pay and Self Service modules (e.g. iProcurement, iSupplier and iExpenses) HRMS**
* **Well experienced in preparing AIM documents (BR100, MD50s)**
* **Expert in Functional analysis, Gap analysis, Business Process and testing.**
* **Vast production support experience in Accounts Receivables, Procure to pay modules and Month-end issues.**
* **Skilled in eliciting user demands and translating them into data, functional and usability requirements.**
* **Experience in providing support for production system, handling Change Requests and day-to-day issues.**
* **Worked extensively on offshore model and good expertise to guide, coordinate and assist team members to provide deliverables.**
* **Proficient in documentation and training end users on Oracle Financials.**
* **Strong leadership, inter-personnel, analytical, problem-solving skills and proven ability to work under pressure.**
* **Expert liaison with Business in understanding the business requirements and translating the same as functional specification.**
* **Experience in coordinating & assigning the daily task to team, participating in status meetings, defect tracking, test before signoffs, and client escalations etc.**
* **Oracle Skills:**

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| **Oracle Applications**  **Versions R12.1.3, 11.5.10, 11.5.9** | **Primary Modules**  **Oracle Fusion, HRMS, GL, AP, PO, AR, FA, AR Cash Management and SLA**  **Self Service module (iProcurement, iSupplier and iExpense)** |
| **Utilities/Tools** | **SQL\* Plus, Toad, SQL Navigator, SQL Developer** |
| **Methodology:** | **Oracle Application Implementation Methodology** |
| **BFA Process Flows:** | **Procure to Pay, Order to Cash** |

* **Work Experience:**

**Senior Oracle Fusion Consultant (Dec 2018 to Till Date)**

**Fusion IT Consulting** - **Sanfrancisco -CA**

**Responsibilities:**

**• Setup configuration for Enterprise structure, COA, GL, AP, AR, FA, CM etc. modules as a part of fusion implementation**

**• Common & General Ledger setup configurations includes – Uploading of COA values such as business unit, cost centre, Natural accounts & other segments via Rapid implementation methology of Oracle fusion cloud module**

* **Taught multiple courses about various Oracle applications and database administration**

**Trained IT students in multiple Oracle applications and oracle fusion financials**

* **Developed course materials and training manuals.**

**Designed developed and implemented training programs for various Oracle training programs.**

* **Developed and administered both written and demonstrative tests.**

**• Solution design for structure of Chart of Accounts segment & Intercompany setup configuration in contexts with existing business structure**

* **Explored the Oracle Fusion functionalities like ADF Desktop integrator, External Source – FBDI – (File based Data import) for data migration from legacy to Oracle Fusion**
* **Provided GO live Support to business user after implementation for day to day transaction. Provided Training/Overview to business user on OTBI tool, Smart view, FRS – Financial Reporting studio, KPI’s – Key Performance Indicator, Dashboard etc.**

**• Worked on Accounts payable setup configuration consists of Common Options for Payables and Procurement, Manage Invoice option, Manage Payable calendar, Manage Distribution set, Manage Payment options, Manage Payment Terms, Manage Invoice Tolerance, and Manage Payable Document Sequence etc.**

**Oracle Financial System Analyst / Functional Consultant (Sep2017 – Dec 2018)**

**Maximus - Sacramento, CA**

* **Responsible for implementing AR, CM, GL for multiple states in USA. Coordinator and team lead for entire project. It includes initial operations analysis, business process re-evaluation, preparation of configuration and set up documentation.**
* **Responsible projects are set up accurately and timely so that Revenue Recognition is appropriate and internal controls are met.**
* **Trained business clients in using multiple Oracle software products.**
* **Developed course curriculum and syllabuses and utilized a hands-on teaching approach.**
* **Helped businesses learn Oracle software applications to get accustomed throughly.**
* **Provided training to other department members to work on Oracle functions.**
* **Used both demonstrations and lectures to convey information and teach students.**
* **Prepares timely and accurate invoices including any with necessary adjustments.**
* **Created and tested predictive analytics report to assist in predicting revenue changes for fixed fee percent to completion projects prior to the end of given accounting periods.**
* **Responsible that AR Aging is clean and weekly communication with the Corporate collections team is maintained. Identifies accounts that are at risk and provides full and complete details to the collections team.**

**Oracle Fusion Cloud Financial Consultant (July 2015 – Jun 2017)**

**UTI, Visa (Infosys Public Services)-Portland, OR**

**Project: Implementation project and Support - Fusion - GL, AP, AR, FA**

**Responsibilities:**

* **Requirement gathering with the business owner**
* **Understanding the existing functionality**
* **Gathered requirement and prepared the necessary documents.**
* **Configure Fusion Functional Setup Manager**
* **Define Applications Configurations**
* **Configuring GL - Value sets, COA Structure and Instance, Accounting Hierarchy, Create Account Combination, Define Cross-validation Rules, Calendar, Currencies, Conversion Rates Type, Daily Rates, Ledger, Ledger Options,**
* **Used FBDI Journal Import template for bulk upload of Oracle Receivable transaction & Receivable customers for closing balance**
* **Explored Reporting feature to business which consists of OTBI work area, Smart View reporting, KPI’s & Dashboard etc.**
* **Trained business clients in using multiple Oracle software products.**
* **Developed course curriculum and syllabuses and utilized a hands-on teaching approach.**
* **Helped businesses learn Oracle software applications to get accustomed throughly.**
* **Provided training to other department members to work on Oracle functions.**
* **Used both demonstrations and lectures to convey information and teach students.**
* **Secondary Ledger, Legal Entities and Balancing Segments Assignments, Complete the Ledger Configuration, Data Access Set Security, Allocation Rule an Account Group.**
* **Configuring Business Units Reference Data Sets**
* **Configuring Fusion Subledger Accounting**
* **Configuring Fusion Payables - Supplier Model, Data Role, Create Payment Term, manage invoice options and payment options**
* **Configuring fusion payments - payables - Payments Activities, Payment System, Payments and submitting a payment process request.**
* **Configuring Fusion Receivables - Receivable Activities, Receivables System Options, Receipts, Customer and Profile Class.**
* **Configuring fusion payments - Receivables - Payments for funds Capture Activities, Setting Up Funds Capture for Receivables**
* **Prepared BR100, MD50 and TE40 documents.**
* **Prepared process flow training document to the users with step by step process.**
* **Performed CRP1, CRP2 and UAT testing with business and get the signoff**
* **Tested all functionalities in financial modules.**
* **Troubleshooting Journal sub ledger transfer and journal import issues**

**Oracle Financial Functional Consultant: Accounts Receivables ( July 2014- June 2015)**

**Symantec - Mountain View, CA**

**Roles and Responsibilities:**

* **Configuration and documentation (BR100)**
* **Prepared test scripts**
* **Receivables: System Options, Payment Terms, Accounting Rules, Auto Accounting, Transaction Types, Transaction Sources, Define Salespersons, Descriptive flex field segments (address information), E- services to AR.**

**ERP Functional CONSULTANT, ( Oct,2007 – Dec 2011)**

**Whitbread group PLC, UK- Steria India Limited**

**Oracle Applications: AP, GL, PO, FA & HRMS**

**British Telecom is one of the world’s leading communications services company, serving the needs of customers in the United Kingdom and in more than 170 countries worldwide.**

**Roles and Responsibilities:**

* **Team lead for entire phase of the P2P part of the project. Configuration and set up document and testing for Accounts Payable, Purchasing and iExpense module**
* **Worked complex issues relating to month end and year end schedule**
* **Providing post production support to the business users**
* **SR updates and coordination with Oracle to solve critical severe issues**
* **Prepared and executed Unit Test Plans and test scripts for Oracle GL, Purchasing & Oracle Payables Applications**
* **Prepared BR100 / setup documents for GL & AP**
* **Designing of user-manuals for the modules and training the end users**
* **Troubleshooting during UAT (User Acceptance Test)**
* **Ensure all the incidents (related to Process) raised on the Gatekeeper (issue tracking tool) are picked up and timely resolution has been provided to the customer**
* **Managing monthly outages and ensuring maximum system availability to all the users**

**ERP Analyst ( Oct 2004- Aug 2006)**

**NHS, British Telecom – UK - Steria India Limited**

**Oracle Applications: GL, AP, AR, O2C**

**British Telecom is one of the world’s leading communications services company, serving the needs of customers in the United Kingdom and in more than 170 countries worldwide.**

**Roles & Responsibilities:**

* **Production Support after GO Live**
* **Areas Supported GL, AP, AR, Purchasing, iProcurement, AME**
* **Addressing Operational issues, concerns and questions by users and providing training for them on GL,AR & AP**
* **Prepared MD050 documents for new reports and customizations based on user requirements**
* **Responsible for working with business users for month end close and reconciliation Issues**
* **Involved during the analysis phase and measuring the business impact and functional changes with respect to Accounts Payable (AP) and General Ledger (GL)**
* **Provided necessary functional specifications for customizations**
* **Involved in testing the customization**
* **Responsible for daily support on Financial modules, Payables, Purchasing and General ledger**
* **Worked with banks for file Issues related to lockbox and bank statements**
* **Worked with developers and functional consultants for Integration and configuration testing**
* **Part of the Business team responsible for testing all the new reports and customizations in UAT**
* **Prepared test scripts and data for UAT testing**
* **Responsible for reporting Bugs and Issues in Bridge (issue tracking tool).**
* **Education:**
* **Graduate with Humanity from Delhi University, India.**
* **MBA -HR from Institute of Management Technology, Ghaziabad, India**
* **Accomplishments:**
* **Received High Performance award from client (British Telecom) – for implementing Approval Management (AME)**
* **Received award from Steria India Ltd, for excellent issue resolutions and customer satisfaction for iProcurement / P2P application issues.**
* **Received multiple awards from Titan/Steria India Ltd for providing resolutions related to Month end issues for AP and GL.**