

**Name: Gunishetty Sairam**

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**Career Objective:**

To work in a corporate entity that provides a challenging and competitive environment. To be a part of an organization this enables realization of individual potential and capabilities. With an Overall 5.5 years' experience in F&A process, having good exposure in performing Accounting Analyst, Billing analysis & activities, invoice processing, Cash Applications Process and handling client Escalation and client requirement with solutions to meet SLA Analysis, Performing Quality checks and Preparing Process Documentation, Customer Data maintenance, Customer account Setup and Customer rate validation.

**Job Experience:**

Self-motivated, dynamic professional around 5 year's of Experience in handling the **Cash Applications, Billing** and Handling Daily, Weekly and Monthly Reports.

**Academic Credentials :**

2015 MBA from Osmania University, Hyderabad.

2013 B.COM (Computers) from Chanakya Degree College, Mancherial.

2010 M.P.C from Prathibha Junior College, Mancherial.

2008 SSC from High School, Mancherial.

**Work Experience:**

- Experience : 5<sup>th</sup> August 2021 - Till Date
- Job Role : **Senior Project Engineer in Wipro Limited.**
- Project : Zuora Billing Consultant

**Work Experience:**

- Experience : 08<sup>th</sup> June 2018 - 5<sup>th</sup> Jan 2020
- Job Role : **Senior Associate in Nall Softtech Pvt Ltd.**
- Project Title: Perform Cash Application Activities.

**Work Experience:**

- Experience : 09<sup>th</sup> May 2016 - 25 May 2018 & 19<sup>th</sup> Feb 2020 - 3<sup>rd</sup> Aug 21
- Job Role : **Process Developer in Genpact India Pvt Ltd.**
- Project Title: Handling the Cash Applications, Billing.

## **Roles & Responsibilities @Wipro Limited:**

### **Zuora Billing Platform:**

#### **Billing:**

Day Starts with Follow-up the respective region for reconciliation errors and resolving on Priority basis once get confirmation from the market start Generating the invoices on Daily, Weekly and Monthly Basis, after Completion of the activity then Uploading the invoices into client portals (Like NetSuite, Coupa), Once invoices uploaded we will check invoices sent to customer on not based on check points then Tracking the invoice generation and uploading activities and complete on time basis

Also Perform an invoices revision activity as per the client request then doing Bill runs and payment runs for customer requirement basis (On Demand & Scheduled) By Doing Data Migration activity Extract data from legacy to Zuora system by using Zuora connect uploading accounts, contacts, subscription into Zuora. Also process invoice adjustments and write offs.

## **Roles &Responsibilities @ Nall Softtech Pvt Ltd:**

#### **Disputes:**

Working efficiently with Timelines and rules for Issuing Applying Credit on customer account for excess invoice generation Taking Care of the dispute and tracking it till the closure and Ensuring that team is meeting SLA and TAT by generating different reports also Preparing Daily, Weekly and Monthly Reports as well as Conducting internal process Audits and Taking training sessions to new candidates and giving assistance for any kind of queries doing investigation and Handling Client Emails.

## **Roles &Responsibilities @ Genpact India Pvt Ltd:**

#### **Cash Application:**

Running the Client Lock box and posting the payment as per the remittance once done with the posting doing investigation on applying unidentified and misapplied payment as per the SOP also need to do research on unidentified payments and Apply accordingly and Posting adjustment on Client invoices As per the SLA Clear the unapplied cash on customer account daily basis send reminder to customers for remittance and Corporate team for missing remittance cases. Also Pulling Applied &Unapplied payment Reports and allocating among the team to work on unapplied payments and Processing refunds for duplicate &over Payments across the BMO bank site downloading bank statements and checks and saving in the share folder for future reference in other hands taking training Sessions for new candidate and giving assistance while applying payments.

## **Career Achievements**

Have been appreciated by the client as best performer.

Have been awarded by GENPACT SERVICES as one of the STAR performer in team.

**Technical skills and Certifications:**

**Packages:** MS-Office, Excel, Tally 7.2 & 9.0, Sales Force, Oracle R12, WO Orbit, Center view, Data Loader, Zuora.

**Certified Zuora Business Analyst.**

**Certified Zuora Functional Consultant.**

**Personal Profile**

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|-----------------|---|--|
| Name            | : | Gunishetty Sairam  |
| Father's Name   | : | Gunishetty Laxminarayana   |
| Date of birth   | : | June 06 <sup>th</sup> 1993   |
| Language known  | : | English, Telugu and Hindi  |
| Hobbies         | : | Watching Movies  |
| Gender          | : | Male   |
| Present Address | : | D. No: 17-283, Near Ramalayam Temple, Mancheri, Pin Code: 504208, Telangana. |

Date: 05/09/2022

Place: **Hyderabad**

(Gunishetty Sairam)