

# RAJ HUSAIN

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## CURRICULUM VITAE

**Current Position: - Officer – FINANCE &ACCOUNTS**

**(Total Work Exp.-11Years)**

### OBJECTIVE:

My career objective is to follow the rules of the organization with commitment and job Sincerity, continuously increasing my technical skills and professional Experience, Leading to a responsible and remarkable position for to him Organization

### EDUCATION:

**B.A  
Intermediate  
Matriculation**

**B.A. from J.B. University Chhapra (BIHAR) in 2013.  
Intermediate from R.B.G.R Collage Maharajganj Siwan (BIHAR) in 2009.  
Swami Ramdev Yamuna Ram Uchch Vidyalaya 2007.**

### Professional Qualification

- ITizen from MIPS Allahabad in the year 2011.
- Diploma in Computer Hardware & Networking from DATA EXPERT TECH. INSTITUTE (Alld.)
- Diploma in Financial Accountant in Tally (DFAT9) From NIIT (Gujarat)

### Experience

**From 06.03.2024 to  
Till Date**

**Company Name BIRLA CENTURY (Textile Division), JHAGADIA**

**Current Position: - Officer – FINANCE &ACCOUNTS**

- Keeping Accounting Records in SAP systems i.e. Maintaining Purchase Accounting entries.
- Accounts Receivable **Bank** Receipt entry processing in SAP.
- Identify and communication to manager financially troubled accounts.
- Invoice booking as per GST norms in SAP.
- GRIR Account Clearing & Vendor Account Clearing.
- Invoice booking as per GST norms in SAP.
- All Bank Thru Payment Handling (All Vendor Chq, Import Payment, LC Payment, to bank) & All GST Related Document submitted GST Office.
- Service Entry & PR Booking
- All Type of Bill Booking (GRN, Freight Bill, Without Po, With Po)
- Service Entry Booking & Admin Bill Booking
- Customers Payment received Entry Booking in SAP

## Experience

From 30.09.2013 to  
Date 05.03.2024

Company Name. BIRLA CENTURY (Textile Division), JHAGADIA

### Position. Officer

#### Roles and Responsibilities handled in SAP PP& MM Module

- Working in SAP ECC and S4 HANA Module in the last 10 years Create Material Master & Processing Input – Output Related Job.
- Create material master from semi- finished.
- Preparation of MIS reports –
- Making WIP in Processing Dept. Pivot table of Ageing fabric
- Upload shift wise confirmation in sap and excel
- Chemical Consumption.
- Stock valuation and tallying it with Physical V/s SAP.
- Manage Bill of Material (BOM) IN SAP co-coordinating.
- Creating Production Order & releasing in the SAP system for production.
- Manage of Consumption according to the BOM / actual.
- Generation of Daily Report & Status of SAP system
- Analysis the Actual Consumption based on production.
- Daily monitoring of machine utilization & running efficiencies.
- Make worker shift schedule and punching shift schedule monthly.

## Language

- Hindi
- English

## Personal Details

- Date of Birth : 15 Feb 1992
- Father's Name : Abdul samad
- Gender : Male Nationality : Indian
- Marital Status : Married Language Known : English, Hindi,
- Permanent Address : Plot No. 18 Pratistha Residency, Kapodra Near Navjivan Hotel  
Ankeshwar-393001 (Gujarat)

## Declaration

I hereby solemnly affirm that the information mentioned here in above is true to my knowledge.

Availability: Immediately after notice period of 15days

Place: -

RAJ HUSAIN