

PASTE
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NILAM NAYAK

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SAP Certified SD professional and willing to be a great contributor to your SD projects. Seeking a challenging position as Functional Consultant in SAP S&D module to build robust ERP systems; delivering value to client counterparts - resulting client satisfaction, intern helping me learn and grow together with the organisation.

DOMAIN KNOWLEDGE IN INDUSTRY: Knowledge Outsourcing, Engineering products, Telecom, Stone and Iron Manufacturing; Business Development and market research in ITES industry.

SAP SD KNOWLEDGE (SAP CERTIFIED PROFESSIONAL):

- Knowledge of configuration of special sales process such as consignments, contract and agreements
- Customization knowledge in various areas in SD module including Organization Structure, Logistics General, Logistics Execution
- Practical and system knowledge of business scenarios like Inquiries, Quotations, Contract and Sales Order processing, partner determination, text determination, Output determination
- Understand various scenarios in Sales Order Pricing
- Understand the configuration of the settings required for Partner Determination, Account Determination

CAREER RELATED SKILLS

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|--|------------------------------------|
| ➤ SAP SD - Sales and Distribution | ➤ Competitor Analysis |
| ➤ Siebel CRM Tools such as OBIEE and Marketing | ➤ Productivity Planning |
| ➤ A good Team Player | ➤ Customer Relationship Management |
| ➤ Business Research and Data Analysis | ➤ Team/People Management |
| ➤ Strategic Planning | ➤ Training & Mentoring |

COMPUTER PROFICIENCY

- SAP SD Order Fulfilment, SAP 6.0; Siebel CRM Tools user such as OBIEE and Siebel Marketing
- C, VBA and Macros, PL SQL, basic MS Access
- Windows OS, Microsoft Office with good MS Power Point and MS Excel skills including Macros
- Data Research Tools (Factiva, BvD etc.)

EXECUTIVE ACHIEVEMENTS / HIGHLIGHTS

- Achieved Best Team Player Award for the period of Jan - June 2007
- Recipient of Analyst of the Month Award for October 2007, May 2008 and July 2010
- Winner for the ideation contest in September 2010

DOMAIN/PROFESSIONAL EXPERIENCE

EVALUESERVE, Gurgaon

(Dec'06 – Oct '12)

Senior Business Analyst (Reporting to Manager)

Key Responsibilities:

- Played a key role of communicating with global clients for sales promotion, establishing business contacts in target markets -- through existing contacts, internal portals and direct mail campaigns
- Proficiency in analyzing the business needs, finding out the business problems and proposing solutions

- End-to-end communication with clients and other stakeholders for scoping the project, requirement gathering, efforts estimation and identifying best and efficient ways to carry-out projects
- Preparing extensive/detailed proposal (invoice) for internal and external clients approval with all the constraints, SLA's, agreements as a part of contract
- Spearheading a Team of 4 members that support B2B Marketing Managers in UK for market & business research
- Efficiently handling projects that are solution-oriented and includes Market Research, competitive intelligence, market study, trend analysis and product benchmarking for business to business products
- Instrumental in raising billing form and charge-code before initiating project with the help of invoicing team
- Monitoring the budget allocation and effective utilization of resources (human, information, data, etc.)
- Purchase order follow-ups, on-time delivery management, project distribution as per the SLAs defined, tracking teams performance and KPIs, looking for efficiency gains by regular monitoring
- Imparting training and mentoring team on process, assisting them on escalation, monitoring the process and team through various measurable metrics

PREVIOUS EXPERIENCE

DQS, New Delhi, India
Management Trainee (Reporting to Marketing Manager)

(Jan'06 – Oct'06)

Key Responsibilities:

- Supported DQS' sales and marketing department, for scoping proposals and other sales related activities
- Increased the reach of DQS Certification services and their product-mix
- Responsible for generating, validating and qualifying the leads
- Developed and maintained new business avenues in existing account
- Maintained track of market trends and competitive movements

MAHARAJA STONES, Nanded
Production Supervisor Trainee (Reporting to Plant Supervisor)

(Jul'03 – Jan'04)

Responsible for manufacturing tiles, flooring and skirting as per the orders, with an aim to maximize output from the existing M, M & M.

EDUCATIONAL CREDENTIALS

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|-----------------------------|------------------------------|--------|
| SSC | Gujrathi High school, Nanded | 74.13% |
| HSC | Science College, Nanded | 73.83% |
| BE Production | SGGS CE&T, Nanded | 74% |
| PGDBM | BIIB, Pune | 66% |
| SAP SD Cert. No: 0001234567 | NIIT, Mumbai | 80% |

ACADEMIC ACHIEVEMENTS & ACTIVITIES

- First in Paper Presentation at College level on "EDM"; Departmental Level Seminar on "KAIZEN"
- National level Paper presented on "AGV" at PUNE; National level Paper presentation on "SCM" at Kovilpatti
- Active participation in ICIB's placement Boucher presentation
- Two months fulltime industrial training at Godrej Locks plant and Mahindra UGINE Steel plant

PERSONAL DETAILS

Date of Birth : 14th May, 1984
 Languages Known : English, Marathi and Hindi
 Location Preference : Pune/Mumbai/Hyderabad
 Reference : Available upon request

Date:
 Place:

Signature