

SAP Certified Application Associate - SAP Ariba Procurement

Goals

This course will prepare you to configure and use core functions

- Create purchase requisitions
- View and edit accounting details on a requisition
- Describe the requisition-approval process
- Manage purchase orders including change orders and order cancellation
- Describe the receiving process
- Use the SAP Ariba mobile application in requisitioning
- Search for documents such as requisitions, purchase orders, receipts, etc.
- Run pre-packaged reports for financial analysis and approvable status
- Collaborate with suppliers via SAP Ariba Buying
- Use the demand aggregation feature

Audience

- Application Consultant
- Business Analyst
- Business Process Owner / Team Lead / Power User
- Technology Consultant
- Trainer
- User

Content

- Introduction
- The Dashboard
- Catalogs
- Requisitions
- Accounting
- Approval
- Managing POs
- Receiving
- SAP Ariba Mobile
- Searching and Reporting
- Collaboration
- Demand Aggregation
- Contract Requests
- Release Order Contracts

- No-release Order Contracts
- Managing Contracts
- Contract Workspaces

Trainer Profile



NAME : **NANTHAKUMAR GOVINDAN**
GENDER : MALE
CURRENT SKILL SET : SAP MM & SD

ACADEMIC QUALIFICATION

- ❖ Bachelor of Economics (Hons), University Of Malaya, Malaysia - Year 1999
 - Majoring in Analytical Division

STRENGTHS

- ❖ Good analytical, communication skills with ability to interact with end users
- ❖ Exhibit the ability to work creatively and analytical in a problem-solving environment
- ❖ Self-motivated, enthusiastic team player with excellent written and verbal communication skills
- ❖ To determine, gather and document business requirements
- ❖ To prepare and deliver presentation to clients and internal teams
- ❖ To lead small teams of consultants in delivering project components / phases
- ❖ To design, configure, test, train and document elements of a business solution
- ❖ To participate in any project activity deemed as reasonably required by the project manager
- ❖ To actively participate in practice development in terms of tools / solution and events including proactive submission of knowledge papers
- ❖ To take ownership of appraisal and personal development activities
- ❖ To keep abreast of relevant developments in the sphere of technology and business consulting

CAREER SUMMARY

- ❖ **Twelve (12) years of Experience. This includes:-**
 - Five (6) years as in various positions in Supply Chain Management
 - More than Seven (6) years as SAP Consultant
 - One (1) Full Life Cycle

- One (1) Roll Out Implementation
- Three (3) support projects

- ❖ Experienced in SAP R/3 Functional Modules MM & SD.
- ❖ Knowledgeable in integrating MM & SD with FI/CO Modules & handling Global level support for SAP MM.
- ❖ Rich Experience of various MM & SD scenario as a result of implementing/supporting SAP includes End to End Implementation & Roll-Out in CNI Corporation Sdn. Bhd. & Shell Malaysia Trading Sdn. Bhd.
- ❖ Good team player with excellent communication skills and keen learner.

EXPERIENCE SUMMARY

DURATION	ORGANIZATION	ROLE
Feb 2013 – till to date	Sapura Kencana Marine	SAP Applications Group Senior Consultant
Feb 2011 – 2012	Chemical Company of Malaysia	Assistance Manager, SAP Applications Group IT & systems (SAP-MM)
Jan 2009 – Jan 2011	CNI Corporation Sdn Bhd	Senior SAP Consultant - MM & SD
Jan 2008 - Dec 2008	Shell Malaysia Trading Sdn Bhd	SAP MM Consultant
July 2006 – Dec 2007	CNI Corporation Sdn Bhd	SAP Consultant – MM
Jan 2004 - Jun 2006	Johnson & Johnson Sdn Bhd	SAP MM User
May 2002 – Dec 2003	Western Digital (M) Sdn Bhd	Manufacturing Executive
Oct 1999 - April 2002	Eurodaxon Sdn Bhd	Logistics Executive

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PROFESIONAL EXPERIENCE

Chemical Company of Malaysia
Feb 2011 - Present

Chemical Company of Malaysia (CCM) Group offers a wide range of products and services to the chemicals, healthcare and agricultural industries. CCM consist with 3 core business; pharmaceutical, chemical and fertilizer. CCM engaged IBM to implement SAP system to its pharmaceutical division in April 2011. CCM Berhad was the first one to Go-Live and subsequently SAP system was roll out to pharmaceutical entities. Such as CCM Singapore (July '11), Sentosa Pharmacy – Johor (Aug '11), CCM Indonesia (Oct '11), Unique (PG) Pharmacy (Nov '11), CCM Duopharma and CCM Pharma (Jan '12) and CCM International Philippines (March '12). Placed as an internal SAP Consultant - MM, involved in one (1) full cycle of End to End implementation listed as below:

- Involve in activities such as Preparation of Blueprint workshop, Configuration, Data Migration, Authorizations, Testing, Training, Cut Over, Post Go Live support activities
- Involve in technical design, development, testing and documentation
- Identify opportunities for improvement within the business process, system and integration areas
- Develop a conceptual solution for business requirements and translate business requirements into functional specifications
- Develop functional specifications for Forms, Reports, Conversion and Enhancements and coordinate with the technical team to ensure proper implementation of these components
- Provide Level 1 and 2 SAP support to end/key users
- Communicate and educate changes in SAP to the end/key users
- Conducted EUT, KUT and UAT
- Manage SAP project activities and Application Support services for the business

CNI Corporation Sdn. Bhd.
Jan 2009 – Jan 2011

In 2010, CNI Corporation had formed a new IT subsidiary which is known as Symplesoft Sdn. Bhd. to manage their IT department and IT needs. Symplesoft Sdn. Bhd. attained MSC status by managing its own IT team to support SAP. As such, Symplesoft currently concentrates on managing CNI Corporation's ICT services and IT consulting for enhancing a firm business. I was placed as a Senior SAP Consultant - MM & SD, involved in projects listed as below:

- Successfully Implemented SAP roll-out projects for two (2) subsidiaries (**Symplesoft Sdn. Bhd.** and **Symplesoft eSolution Sdn. Bhd.**)
- Implemented MM and SD modules with deliverables like Business Blueprint, System Configuration, Training, UAT, Data Migration, implement new SAP functionalities and ensure appropriate changes in SAP R/3 Productive System
- Work with Business Analyst in translating business requirements into Functional Requirements and gather requirements and prepare functional specification and document for enhancements and customization
- Analyze transactional and functional errors as and when reported and offer solutions
- Master Data maintenance and uploading
- Handled various and user queries and problem solving in the areas related to:
 - **MM Module**
 - Procurement, Good Receipt, Good Issue, Stock Transfer, Transfer postings, Invoice verification & GR/IR Posting including maintenance of tolerance limit
 - Modification in purchasing dept. scenarios according to client
 - Release Strategy & Service Entry Sheet
 - Automatic Account determination of GL account, mapping valuation classes to GL accounts

➤ **SD Module**

- Complete Flow of Order to Invoice and Return Process
- Customize Consignment SO process and Return Process
- Maintenance of Sales Document, Item Category, Schedule Line, Delivery, Billing Documents and Customer Master Data, account determination, pricing group, Customer Account Group, Batch Management and Partner Function

Shell Malaysia Trading Sdn. Bhd.

Jan 2008 - Dec 2008

BAM (Business Application Management), a division of Shell Malaysia Trading Sdn. Bhd., is a Business Transformation consultancy that delivers significant value to large, complex organization through innovative implementation and support technologies.

- Involved in baseline configuration as per the Blue Print document. Thereafter, involved in fixing problems and enhancement
- Preparation of functional specification for various enhancement projects
- Responsible for delivering solution to Shell customer in Oil Industries
- Supporting Asia Pacific MM issues through ticketing system in Service Center tool
- Responsible for consulting activities in terms of issue resolution, process simplification, creating solution script and handling helpdesk training
- Responsible for preparing Monthly reports for MM Domains
- Resolved more than 150 S3 & S4 tickets and 30 S2 & S1 tickets with no SLA violations

CNI Corporation Sdn. Bhd.

July 2006 – Dec 2007

CNI Corporation is a Multi Level Marketing (MLM) company established in 1990 which is involved in Food & House Hold Products. The company has excellent facilities to manufacture goods under their own brand besides trading goods; and they grew significantly in MLM Industry in Malaysia. CNI expanded their spectacular business strategy to other countries such as Indonesia, India, Hong Kong & china. CNI has implemented SAP to manage their entire business processes in year 2006. Placed as an internal SAP Consultant - MM, involved in one (1) full cycle of End to End implementation listed as below:

- As-Is study of existing business processes
- Formulating and documenting To-Be business scenarios and preparing Business Blueprint as per the client's specifications and best industry practices
- Studying customer processes & mapping the processes to SAP MM
- Configuration involves various MM components, integration of MM with SD, FICO modules
- Preparing Master Data templates and provide training to the core team members for the data collection from the legacy system as per SAP requirements and client specifications
- Unit Testing and Integration Testing
- Preparation of User Manual
- Provide user training to core team member
- Go-Live Activities
- Post implementation support
- Resolved routine tickets as per the client's requirements
- Working with users and the development team to test system changes or enhancements
- Interacting with Technical Team for developing custom Reports
- Handling customization, configuration, and enhancement related issues

FUNCTIONAL EXPERIENCE

**Johnson & Johnson Sdn. Bhd.
2006****Jan 2004 – Jun**

- Handle Procurement Process such as End User testing:
 - Purchase Requisition, Purchase Order, GR/IR
 - Outline Agreement & Scheduling Agreement
 - Master data – material Master, Vendor Master, Source List & Purchasing Info Record
 - Familiar in Inventory Management: GR, GI, stock transfer order & transfer posting
- Participating in Workshops with SAP consultants to give information on business processes
- Formulation “as-is” Business Process and Finalization of “to-be” Business Process
- Assisting consultants in conducting training for users

**Western Digital (M) Sdn. Bhd.
2003****May 2002 - Dec**

- Supervise and lead a team of supervisors/operators in achieving department targets through optimum utilization of available resources at minimum cost
- Plan and manage manpower, equipment and material for production
- Schedule and assign duties to supervisors/operators and place them in relevant work stations in accordance to their skills and experiences

Eurodaxon Sdn. Bhd.**Oct 1999 - April 2002**

- Managed inventory movement of RM1-2 million on daily basis
- Managed 40 staffs including two (2) Supervisors and eight (8) Storekeepers on a 3-shift rotation basis
- Liaised with freight forwarders, third party logistics and external sub-con operations
- Monitor warehouse manufacturing performances and barriers. [space utilizations, days of inventory, aging, inventory accuracy and integrity]
 - Manage every aspect of store independently
 - Inventory control – stock cycle count and reporting
- Delivery - managing delivery of items to customer
- Customer service - to handle local customers and achieve customer satisfaction