



CERTIFIED ORDER TO CASH (O2C) ANALYST PROGRAM

3 Month Case Studies Based Certification Program

ABSTRACT

SkillnJobs' three-month online Certified Order to Cash (O2C) Analyst program prepares learner for real-world roles, covering accounting fundamentals, assessment and order entry, followed by invoicing, payment collection, and reconciliation.

Tools Covered



Certified Order to Cash (O2C) Analyst Program

1. Background of SkillnJobs

SkillnJobs is a new-age professional upskilling platform committed to transforming graduates into job-ready professionals. With deep industry insights and practical learning modules, SkillnJobs bridges the gap between academic knowledge and real-world business requirements. Our programs are curated by industry experts to help learners gain the technical, analytical, and soft skills essential for success in finance and accounting roles across global capability centers (GCCs) and multinational organizations.

2. Benefits of Enrolling into SkillnJobs

- 100% placement support with interview preparation from Day 1
- Live mentorship from industry professionals
- Resume and LinkedIn profile enhancement
- Access to ERP-based practical simulations
- Certification recognized by GCCs, shared services, and MNCs

3. Background of Order to Cash Activities

The Order to Cash (O2C) process is the financial backbone of every business, covering all steps from customer onboarding to revenue realization. It begins with credit assessment and order entry, followed by invoicing, payment collection, and reconciliation. The O2C cycle ensures smooth cash flow management, accurate financial reporting, and stronger customer relationships—making it a crucial domain for finance and accounting professionals.

4. Syllabus

- Introduction to Accounting & Financial Concepts
- Customer Master Data Management
- Order Management and Invoicing
- Credit Control & Risk Assessment
- Cash Application & Collections
- Dispute Management & Reconciliation
- ERP (SAP/Oracle) Simulation Sessions
- O2C Analytics and Reporting
- Case Studies and Practical Assignments

5. Key Advantages of Doing this Certification Course

- Gain end-to-end understanding of the O2C cycle
- Learn through real business case studies
- Hands-on experience with ERP environments
- Expert mentorship and career guidance
- Improve employability for finance and accounting roles in top GCCs and shared services

6. Time Period

3 Months

7. Mode of Course Delivery

Online — with live mentor sessions, recorded modules, and ERP practice labs.