

**OBJECTIVE:**

- A skilled professional with 6+ years of experience with Information technology and more than 3 years of experience in Workday HCM Fundamentals, Recruiting and Reports.
- Managed and established Workday supervisory organizations, locations, business processes, positions, cost centers, cost center hierarchies, and location hierarchies.
- Worked with different staffing models, defining Hire restrictions to Job Management, Position Management.
- I have hands-on expertise in formulating and structuring job profiles, job families, and job family groups.
- Engaged with Object Management Systems, including role-based security, user-based security, and job-based security groups. Security Groups by assigning users, customizing the permission, and creating custom domains.
- Created numerous custom reports, calculated fields, and custom objects in various functional areas such as New Hires, Benefits, Compensation, Payroll and Recruiting for reports using appropriate data source and business objects to deliver desired report output for end users.
- Engaged with various components within Compensation, including Compensation grade, Compensation profile, and Compensation Packages.
- Diversified functional knowledge of HCM modules - from configuration to maintenance of various Payroll elements, Benefit plans, compensation plans, Talent/ Performance, Absence Management, and Recruiting.
- Managed end-to-end recruitment processes using Workday Recruiting, sourcing, and screening candidates for open positions across various departments.
- Creates client specific process requirement documents (PRD) and standard operations procedures (SOP).
- Experienced in working with Workday Report Writer and creating custom integrations with third party applications using Workday Cloud Connect and Enterprise Interface Builder (EIB).
- Excellent interpersonal, presentation and communication skills with the ability to work in a team and a stand-alone environment.

**PROFESSIONAL EXPERIENCE:**

**Workday Consultant**

**Apr 2020 - Present**

*Executive software guild*

- Oversaw and provided support for various HR business processes such as Compensation, Hiring, Performance, and Talent Management within the Workday platform.
- Played a key role in designing and optimizing global HR processes, ensuring seamless alignment with the Workday Human Capital Management (HCM) system to facilitate efficient HR operations.
- Provided daily support for Workday HCM, Security, Compensation, and Reporting matters, ensuring the smooth operation of critical HR functions.
- Developed and implemented new business processes and notifications in deployment

and sandbox environments, enhancing operational efficiency.

- Modified and implemented existing business process workflows in Workday, including configuring advanced routing steps and creating consolidated approval chains to streamline processes.
- Strengthened organizational security defenses by revising the Business Process Security Policy. This involved adding security groups, defining permissions, and activating pending security policy changes.
- Configured Workday HRMS module for diverse compensation packages, encompassing salary, bonus, allowance, commission, and merit plans across multiple countries.
- Optimized various business processes to manage actions such as cancellations, rescissions, and mass cancellations effectively.
- Enhanced candidate engagement by implementing automated email templates in Workday, delivering personalized communications at different recruitment stages.
- Assisted in scheduling interviews, seamlessly coordinating between candidates, and hiring managers within the Workday ecosystem.
- Collaborated with implementation partners and production support teams on tenant refresh communications and conducted end-to-end testing.
- Created custom reports using the Workday Report Writer Tool, along with developing custom integrations using various tools like Enterprise Interface Builder (EIB), Core Connectors, Document Transformation, and Workday Studio.
- Extended Workday business objects by creating custom fields and objects tailored to the tenant's requirements.
- Demonstrated adeptness in both Inbound and Outbound EIB integration concepts, successfully creating and managing various EIB integrations.
- Developed comprehensive test scripts to ensure that technical solutions aligned with business requirements and performed thorough data validation prior to loading into Workday interfaces.
- Collaborated effectively with project team members to ensure successful delivery and implementation of system updates and modifications into production.

## **Quality Analyst**

**SEP 2015 – MAY 2018**

*CGI Group- Hyderabad, India*

- Created database objects like tables, procedures using Oracle tools like PL/SQL, Toad.
- Creating menu, responsibility and Implementation of custom forms.
- Proficient in tuning SQL Queries and Procedures for enhancing the load performance in various schemas across databases.
- Developed an Inbound Interface to load data from custom APEX based web application into oracle custom tables.
- Developed query based conditional validations/dynamic actions in forms and reports using APEX in page rendering.
- Modified existing code and developed Oracle Reports, PL/SQL packages to perform certain specialized functions / enhancement on Oracle Application.
- Prepared Test Case Document for the complete project.
- Understanding business & functional requirements and translate the same into testing requirements and scope
- Documentation of test strategy, review test scenarios & cases also write them on need basis, status reports to meet company standards.

- Co-ordination with analyst team and cross functional teams for requirement clarifications, test scenario and case reviews and test strategy review
- Plan test schedules; lead, coordinate, and guide QA Engineers in test execution and quality assurance activities; Conduct functional, regression, integration, end to end, user acceptance testing, smoke testing.
- Review and validate test results and defect reports. Highlight Issues/concerns and Escalate outstanding defects to QA manager in Daily and weekly status reports
- Identify, communicate and implement risk-based testing approach when needed
- Prepared the Technical specifications based on project requirements.
- Responsible for Data analysis and migrating data from Source database/feeds to Enterprise
- Package configuration files using variables to redirect path from Test environment to Production.
- Created complex stored procedures, views and user defined functions.

**Tools Used:** Toad, PL/SQL, XML, CSS and visual studio

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#### TECHNICAL SKILLS:

**Workday Skills:** - Workday HCM, Workday Report Writer, Core connectors, EIB & Workday Studio(BIRT), Workday Security.

**Programming Languages:** - XML, XSD, XSLT, XPATH.

**Document Processing:** - MS PowerPoint, MS Project, MS Visio, MS Web, MS Excel.

**Web/Application Services:** - XML, SOAP, REST

**Database:** - Oracle, Informix, MySQL

**Operating Systems:** - UNIX, Windows 8/11.