**Lalith Bharadwaj, PMP**

**bharadwajpsl@gmail.com**

**813-808-5368**

**SUMMARY:**

* Overall 8+ Years of IT Experience with strong background in ERP Environment, Project Management, Financial Analysis, Maintenance/Support and Full Project Life Cycle
* 5+ years of experience as a Workday financial consultant and Workday Business Analyst serving various clients and organizations for management and integration of various HCM & Financial management modules in Workday like Time tracking, Payroll, Recruiting ,Compensation, Benefits, Expenses, Projects, Inventory, General Ledger, Accounts Payable, Accounts Receivable, Procurement, Asset Management, Active Directory, Financial Accounting, Tax, Banking and settlements and Procure to pay.
* Experienced with multiple configuration options in Recruiting, compensation, benefit events, time off/leave

 events, Talent Management Events.

* Developed large number of Workday Advanced, matrix and Trending reports using different data sources as per business requirements.
* Configured Recruitment and Hire to Retire Modules End to End and assist in HCM Functional Process Areas.
* Worked on entire Recruitment Workflow from Candidate Assessment to Ready to Hire stage with configuration of different stages and associated Business Processes.
* Configured Job Application Business Processes with all the recruitment stages on Dynamic Action label.
* Worked on Job Requisition for the Open Positions under Manager’ Organization.
* Configured Roles for the recruitment stages by accessing Maintain Assignable Roles.
* Worked on various Business process to handle actions related to cancel, rescind and mass cancellation or enrollment of positions.
* Configured Recruiting and Termination Questionnaires and added to the associated Business Processes.
* Configured Agency Portal and Candidate Home as a part of Recruiting Module Enhancements.
* Designed and configured Workday BPs for HCM, including Hire, Change Job, Termination, Propose Compensation, Termination etc.
* Have hands on experience in Waterfall and Agile methodologies
* Experienced with Scope Management, Schedule Management, Cost Management, Stakeholder Management
* Have hands on in Projects from Initiating to Closure
* Experienced in using various Scheduling tools and Scheduling models both in Agile and Waterfall models. Proficient in conducting various Project meetings involving multiple stakeholders bringing them onto a common understanding
* Good experience in creating Simple, Advanced, Matrix, and Composite reports, Calculated Fields, Custom Objects, and Security Groups.
* Experienced in configuration of workday functional areas like Procurement, Expenses, Banking and Settlement and different types of Advanced Reports and Matrix Reports in Workday.
* Experienced in creating supervisory organizations, reorganizations and companies, cost centers, and regions.
* Experienced in creating job profiles, job families, family groups, compensation eligibility rules and plans.
* Proficient in Workday HCM, Finance, Recruiting modules and Testing.
* Hands in supporting the maintenance and enhancement of the Workday Financials system will partner with business stakeholders to identify and resolve system issues and pursue opportunities for increased efficiency.
* Handled responsibilities of managing the product backlog, prioritization, evaluating product progress, interaction with various stakeholders and attending the scrum ceremonies.
* Skilled in social affair, dissecting and recording business necessities into the Requirement Definition Document; that incorporates Business Requirements (BRD), and Functional Requirements (FRD) and utilize cases.
* Broad accomplishment in deciphering business prerequisites and client desires into nitty gritty particulars to make Use Case charts and Process Flow graphs by utilizing Unified Modeling Language (UML).
* Involved in arranging and creating Test Plans, Test Cases and Test Scenarios to meet item's business and arrangement prerequisites.
* Solid diagnostic aptitudes amid Functional Testing, Regression Testing and UAT Testing
* Knowledge of Financial security Audits, Month end closures and Workday advance reports along with flexible understanding of Workday Finance Business processes.
* Familiar with workday implementation including requirements assessment and gathering, business fit and gap analysis, conducting functional design workshop and finalization, Testing (Functional, User acceptance etc.) training and deployment
* Ability to drive design sessions for various Finance module and hands on experience configuring FDM structure and business processes
* Expert in analyzing business requirements and transitioning them into use cases, functional specification, and activity diagrams using UML methodology in software using MS Visio.
* Experienced with Workday Financial Management Modules and API's.
* Experienced in Software Development Life Cycle (SDLC) Phases such as Requirement analysis, Design, Development, Testing and Deployment with working knowledge in software development methodologies like Rational Unified Process (RUP), Agile, and Waterfall across the span of various projects.
* Thorough working knowledge and experience with the Workday ecosystem including both techno-functional aspects of Workday, specializing in integrations and reporting.
* Proficient with developing several custom reports

**KEYS SKILLS:**

* Business Analysis, Requirements Elicitation, Estimation, FSDs, Business Architecture, Agile, QA, setting up teams, Creating wireframes for Application design, Project Management Task Prioritization, Statistical Computing Methods, Quantitative Methods Business Intelligence and Critical Thinking

**TECHNICAL SKILLS:**

* Workday HCM/ Finance, Workday Report Writer, Workday Enterprise Interface Builder, e Settlements, e Supplier, General ledger, Purchasing, Human Resource Management, BI Publisher, SQR, PS Query.

**EXPERIENCE:**

07/2019- Present

**Ryder, Miami, FL**

*Workday Sr. Project Consultant*

* Superb internal and external client skills with the ability to establish credibility and trust
* Proficient in various recruiting methods including internet job boards, networking, career fairs, and other creative recruiting approaches
* Extensive experience with multiple Applicant Tracking Systems (ATS)
* Professional experience in AAP, OFCCP audits, U.S. government Visa and Immigration regulations (USCIS, etc.).
* Experienced with compensation analysis, salary negotiations, new hire orientation, employee relations, training, benefits, payroll, terminations and exit interviews.
* Built industry standard reports like Matrix Reports and Composite Reports using Calculated Fields, Conditions and Eligibility Rules that apply to the parameters of the report.
* Handled various modules and tasks using Workday as both HCM & Finance tool. The modules handled were Recruiting & On boarding, Compensation, Benefits, HCM Financial Reporting and Consolidation, Project Planning, Projects, Expenses, Procurement, Inventory, Grants Management, Project Billing along with Audit and Internal Controls.
* Responsible for supporting the maintenance and enhancement of the Workday system will partner with business stakeholders to identify and resolve system issues and pursue opportunities for increased efficiency.
* Migrated and stored the financial records of employees and clients using Workday cloud for ensuring seamless access with efficient time management.
* Worked as Techno Functional consultant in the implementation of Different Financial Modules.
* Responsible for functional project management including Requirements Elicitation, Estimation, Functional Design, Impact Assessment, Business Analysis, Product Backlog Refinement, Project Delivery, Functional Testing and User Documentation.
* Interacting with Business users, development, QA teams and other stakeholders to understand the requirements and creating business and IT process documentation to address all relevant functional requirements.
* Conducted sprint planning sessions, daily scrum call, sprint retrospective, creation of business flows, use cases, functional design document, system architecture and conceptual diagrams.
* Created and monitored an outcome-driven product roadmap, identified and tracked success criteria, broke complex issues into actionable steps to improve the product
* Creating wireframes for the application design and writing acceptance criteria for JIRA stories.
* Analyzed the user stories in product backlog and Sprint Backlog
* Created and monitored an outcome-driven product roadmap, identified and tracked success criteria, broke complex issues into actionable steps to improve the product.
* Handled responsibilities of managing the product backlog, prioritization, evaluating product progress, interaction with various stakeholders and attending the scrum ceremonies
* Defined Project Scope
* Involved in functional testing and executed test cases by adhering to test plan as part of User Acceptance Testing (UAT). Reviewing and implementation of test plan to guarantee required quality and stability of the IT system.
* Developed many custom reports for the financial modules like Procure to pay, Accounts Payable, Accounts receivable, Business assets, endowments and Gifts, Financial Accounting, Non-sponsored AR and Banking and Settlements.
* Developed many composite reports, BIRT layout reports, Custom Dash Boards and Trend reports.
* Served as workday report developer for new implementations and create multilevel calculated fields for Custom Reports to ensure required custom report and for report optimization.
* Worked closely with the Compensation team to provide support for all questions, troubleshooting and maintenance of Year-end compensation reports.
* Created and ran EIB to perform mass uploads such as loading one-time payments in compensation.
* Having knowledge on inbound and outbound integrations using Workday EIB, custom and Cloud Connect integration formats.
* Used EIB configuration, transform the format of a workday report into required file format using XSLT, xml or build in transformation.
* Analyze, design and build new complex custom reports relating multiple objects and including data transformations with standard Workday reporting functionality (ex: Report Writer, Calculated Fields)
* Managed the account and finance beyond the General Ledger including multicurrency, multi-language, multi book, and more, built into the core system to support multinational requirements today and into the future
* Modeled multiple operating entities, companies, or business units to easily complete intercompany transactions, eliminations, allocations, adjustments, and consolidated reporting.
* Automated and controlled the cash flow real-time cash balances and transactions ensuring end users to manage resources effectively and make good decisions about funding, paying, and collecting money.
* Performed Audit and Internal control by complete audit trail on all transactions and configuring exception reports and alerts.
* Extensively worked on integrations and Data Migration from external systems to workday finance environment.
* Drove and designed sessions for various Finance module and hands on experience configuring FDM structure and business processes.
* Worked closely with the business teams to understand system pain points, determine root causes, and develop solutions to address short and long - term issues Implement solutions through successful design, development, testing, and deployment with required documentation.
* Involved in testing the step-up authentication for domains having sensitive data.
* Worked on the new Workday Feature Cost center security and introduced a way to apply the Cost center security to many Distributed reports and integrations within the Financial Management.
* Prepared Business Requirements Document and created Functional Specification Diagrams in MS Visio.
* Performed business analysis, requirement specifications and supported the application using Agile.

01/2018-07/2019

**Bank of America, Charlotte, N.C**

*Workday Consultant*

* Handled the data of the end users and the employees of the organization using several Workday finance modules and tools like Expenses, Projects, Inventory, General Ledger, Accounts Payable, Accounts Receivable, Procurement, Asset Management, Active Directory and Taxation, etc.
* Responsible for Revenue management using three basic modules i.e., Contracts, Billing and Revenue recognition.
* Performed various finance related modules like Expenses, Inventory, General Ledger, Accounts Payable, Accounts Receivable and Tax related operations and deductions.
* Participated in the Workday Financials implementation and partner with the client team to support the Workday platform by measuring and monitoring application effectiveness relative to business needs and recommend improvements.
* Maintained and enhanced the Workday Financials system will partner with business stakeholders to identify and resolve system issues and pursue opportunities for increased efficiency.
* Planned and implemented Real – Time Financial consolidation and reporting using Workday finance as the tool by capturing business dimensions at the point of transaction and maintaining them through transactional, management, and financial reporting.
* Lead Optimization projects to help clients realize the full potential of Workday Financial and Workday clouds.
* Proactively analyzed and handled the revenue management for the cross functional views of the customers using several optimization tools like Customer and contract management, Invoice, Collect, Audit, Customer collections and Meeting current and transition to the new GAAP standard in time.
* Contributed in project Billing designed for organizations that manage and execute billable projects providing more-accurate customer billing, revenue recognition, margin and profitability analysis, and financial reporting.
* Contributed for minimizing costs accounted on time and with limited effort required by billing and accounting teams.
* Developed various project plans for multiple, phased implementations and enhancement releases based on vendor contract expirations and renewals, business initiatives, technology upgrades

05/2014-09/2017

**IKYA Human Capital Solutions**

*Workday Functional Consultant*

* Conduct working sessions to gather, understand, business requirements for Workday procurement.
* Worked on the creation of job families, job profiles, and job classifications. Configured the Organizational structure by setting up organizational units, jobs, positions, assigning tasks to jobs and positions, and Reporting Structure.
* Created Compensation Rules (Eligibility rules), Compensation Plans, Compensation Grade and Grade profiles and Compensation Packages.
* Setup Business Process steps, such as Action, Approval, Approval Chain and Checklist, and how they work and integrate with security groups. Created the various type of Validation and Condition rule for the efficient performance of Business Process framework.
* Designed and configured Workday BPs for HCM, including Hire, Change Job, Termination, Propose Compensation, Termination etc.
* Configured Security Group by creating and assigning Role-Based, User-Based and Job-Based groups with security policies, which plays a vital role in configuring Workday.
* Create Functional Design documents and maintain configuration documents for the end users and technical team.
* Involved in gathering requirements and formulating the requirements for formatted reports.
* Assigning Organization Roles and Role based Security for employee.
* Create Compensation for new hire employees, Review employee hire, and edit workday accounts and resetting the passwords.
* Prepared employee master data like Job details, Worker history and contact information.
* Configured the processes like change job, compensation grades, mass hire, mass promotions.
* Configured Domain Security Policies and merged them with Security Groups.
* Configured Business Process Security Policies for Business Processes like Advanced Compensation, Benefits, Recruiting
* Updated/ maintained multiple custom validation and transitional alert.
* Providing support Ad Hoc queries/support tickets for Workday Financials.
* Configured Business Process, Security for Financials accounting and Workday Suppliers.
* Configured multiple BP and security for Workday Assets, banking and settlement.
* Trained on set up considerations of 1099 MISC Reporting & Configurations
* Handled 1099 MISC forms in reporting supplier payments to IRS
* Handled Automatic withholding Tax work on 1099 MISC Tax forms
* Successfully delivered 50+ design docs, user stories and BRD’s.
* Supporting different modules of Workday Financials. Supplier update through EIB’s.
* End to end Workday financials testing experience. Handling post go-live issue of various severities.
* Corrected the Expense Item posting for GST/HST taxes.
* Created Posting rule for Accrued Interest Expense. Workday FDM specialist.
* Change Board Request to change posting rule, validated Tax variation on SI.
* Inactivated multiple Cash Accounts, Worked on Tax Authority set up in Workday.
* Create New Account for Restricted Cash and add it to Ledger Summary and Reports.
* Tested one source Tax integration. Updated Posting Rule for spend category of Supplies.
* Remove Company restriction on posting rule. Inactivate Cost Center. Tested 100+ Invoices and BP.
* Created Customer Invoice Tax Journal Line for a Cost Center Worktag.
* Clear inbox items and unassigned task as per day to day activity.
* Worked on Workday Delivered Financial Dashboards. Inactivation Supplier. ​
* Created New Posting Rules and made temporary Change to Account Posting Rule.
* Made customization to Bank Statement Lines & Worked on multiple Worktags, FDM models.
* Worked on Reversals Accounting and Operational Journals.
* Updated Safe Supplier Code List and updated the tenant set-up as well.

03/2011-04/2014

**Adireddy & Associates**

*Financial Analyst*

* Ensured proper Compliance and execution of contracts and agreements
* Took part in due diligence of scrutinizing the company to analyze past information on shortcomings in due diligence, noncompliance in corporate governance
* Acted as liaison between management, shareholders, underwriters
* Furnished the annual returns
* Conducted shareholders and company board meetings and resolved any conflicts in interest
* Maintained Company book of accounts, VAT Registrations, Statutory Compliance Records.
* Provide insights to company executives on various Company objectives, Articles & Memorandum of Association
* Coordinated with Board of directors, Top Management, Registrar and Transfer Agents (RTA), Stock exchanges and Shareholders
* Filed documents with Registrar of Companies
* Responsible for payment of dividends and interests
* Conducted over 30 internal audits for businesses in various industries and performed individual and corporate taxation procedures in accordance with compliance procedures
* Assisted in testing the effectiveness of the internal controls through vouching, verification and ledger scrutiny along with tests of controls such as inspection, inquiry, observation and reperformance
* Trained and mentored junior interns on best audit and tax practices
* Accurately executed on site inventory and fixed assets verification during annual audits resulting in the discovery of $10,000 of misappropriated assets
* Recommended an inventory cost reduction strategy resulting in 10% cost reduction
* Liaised with managerial staff and presented audit findings and recommendations

**EDUCATION:**

* Master of Science in Finance, University of Bridgeport - 2019
* Bachelor of Commerce, University of Madras, India - 2012
* Institute of Company Secretary of India (ICSI) Accounting, Law, Taxation, Organizational Management, Human Resources Management 2012

**CERTIFICATIONS:**

* PMI – Project Management Professional (PMP)