VIJAYA LAKSHMI K

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CORE COMPETENCIES

- Workday HCM Certified Functional
- Workday Absence (Time off & LOA)
- Workday Time Tracking
- Workday Prism Analytics
- Business Process Configuration
- Workday Security
- Business Requirements Analysis
- Core compensation
- Troubleshooting & Debugging
- Complex SQL Query Writing
- Data Migration, EIB's
- Leadership & Mentorship
- Cross-Technical Coordination

TECHNICAL SKILLS

- Workday Core HCM
- Workday Time & Absence
- Workday Prism
- Workday Reporting
- EIB's
- Oracle SQL
- PLSQL
- Oracle Fusion HCM
- BI Publisher
- Unix Shell Scripting & Ui Automation
- UNIX Shell Programming
- Putty | Tivoli
- Data Conversion
- XML

PROFILE SUMMARY

- Demonstrated a successful **track record of 9+ years** in developing, Migration and supporting business applications using **Workday and Oracle HCM.**

- Proven expertise in **designing, developing & implementing Workday HCM processes** with a strong understanding of Business process configuration & Security.

- Possess a wealth **of experience in configuring time off and leave of absences.**

- **Created & optimized complex Prism data extraction & transformations**, in-depth knowledge of data integration, data quality and data governance best practices.

- Possess a deep com**prehension of business requirements, adept at identifying potential gaps a**nd skilled in collaborating with stakeholders to resolve issues.

- Proficient in maintenance and creation of Workday Supervisory Organizations, Locations, Positions, Cost Centers, Cost Centre hierarchies and worked on the Object Management Systems like Role Based Security, User Based Security, Job Based Security groups, different staffing models, defining Hire restrictions to Job Management, Position Management.

- Proficient in Object Transporter 2.0.

- Extensive experience in EIB's.

- Possess a wealth **of experience in eligibility rules and complex absence calculations.**

- Demonstrate exceptional leadership & communication skills, with a track record of addressing technical challenges and resolving issues across all organizational levels.

- **Collaborative team player with exceptional interpersonal skills**, possessing an in-depth understanding of fundamental business processes and a proven track record of delivering successful project implementations.

KNOWLEDGE PURVIEW

- Extensive experience in Workday Core HCM, Absence, Time Tracking, Prism, Core Compensation.
- Extraction, transformation and loading of data directly from different source systems into prism.
- Extensive experience in Business process configuration & Security.
- Preparing the High-level Design Specifications for Workday modules.
- Performing implementation, documentation, testing & updating as it relates to the business requirements.

WORK EXPERIENCE

Feb'21 – Till Date: Capgemini

Workday Time & Absence Configurator
Client: Roche (F. Hoffmann-La Roche AG**)**

- Leading the analysis of business requirements and generating comprehensive functional requirement documents.
- Actively contributing to Workday functional design discussions and produced detailed high-level design documents.
- Conducting a thorough analysis of source-to-target mapping provided by data analysts and generated comprehensive function and technical design documents.
- Sound working knowledge in workday Absence and Time tracking and Core HCM modules in Migration, Support & Implementation projects.
- Good hands-on experience in Workday Absence, Time tracking modules

- Good hands-on experience in creating time off plans and leave of absences.
- Worked on accruals, time off and worker eligibility condition rules.
- Configured validation rules on time offs based on the requirement.
- Created holiday calendars for different countries ex: China, Denmark, France, UK.
- Created work schedules and work schedule patterns.
- Created new time off plan and leave types for Different countries as per the requirement.
- Worked on Annual, Sick, Parental, Bereavement, Pilgrimage etc time off plans.
- Configured Time entry templates.
- Created time entry codes.
- Worked on Time calculations.
- Created time calculation tags.
- Added new holiday events to the holiday calendars as part of the year end activities.
- Worked on business process: Enter time off, Hire Employee, Change Job, Request LOA, Request return from LOA.
- Leading status calls regularly for updating the ticket status with the Team.
- Involved in regression testing of workday new release.
- Created EIBs for mass data upload.
- Worked on Advanced Reports

Workday HCM Functional Configurator
Client: Michelin

- Worked on deployment of HCM module in various tenants (Foundation, E2E, Gold etc.)
- Worked on maintenance and creation of Workday Supervisory Organizations, Locations, Positions, Cost centers, Cost Centre hierarchies and worked on the Object Management Systems like Role Based Security, User Based Security, different staffing models, Position Management and Headcount Management and creating Job Profiles, Job Families and Job Family Groups.
- Understanding the Business Requirement. Create or configure a collective agreement.
- Identification of various Org Structure and configuring the same in tenant.
- Migration of objects between different tenants
- Worked on Advanced Reports.
- Worked on Prism Analytics.
- Worked on creating derived data sets, tables and applied transformations on top of it etc.
- Worked on Bonus plan configuration.
- Worked on Data Mapping between different HR Systems.
- Worked on EIB's for HR data load in Workday.
- Worked on Security groups.
- Good hands-on experience in creating time off plans and leave of absences.
- Worked on accruals, time off and worker eligibility conditions.
- Modified validation rules on time offs based on the requirement.
- Created new time off plan and leave types for Different countries as per the requirement.
- Worked on Holiday calendars and work schedules for workers.
- In depth knowledge in Software Development life cycle experience such as planning, developing, implementing, Testing, Deployment and maintaining HR systems.
- To understand the existing business processes of client across various functional areas and tweaking the same to match their requirements.
- Involved in gathering business requirements and analysis for applications.
- Collaborating with key stakeholders, performing gap analysis and identify areas of improvement and provide plans based off identified recommendations.
- Good Understanding of Integrations including Web-services, Workday Architecture and Business Process.