**SAI Y**

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**PROFESSIONAL SUMMARY**

* Around 7 years of experience in IT field this includes 6+ years of experience in Implementing Workday Modules.
* Experienced with Two full life cycle implementations of Workday modules such as **HCM, Time & Absence, Benefits, Compensation, Advanced Compensation, Performance and Talent Management, Payroll.**
* Administered all aspects of annual Year - End compensation process of merit, bonus & equity pay out for employees within assigned client groups.
* Good knowledge in Workday Functional HCM with responsibilities Supervisory Organizations, Staffing Models, Job and Positions, Compensation, Defining Business Processes and Security Groups, Customized Report Generation.
* Experience in data migration from legacy systems to workday systems using EIB and Web Services and iLoads.
* Evaluating requests, based on security access profiles and troubleshoot access issues form a Security prospective.
* Experience in maintenance and creation of Workday Supervisory Organizations, Locations, Positions, Cost Centers, Cost Center 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, Headcount Management and creating Job Profiles, Job Families and Job Family Groups
* Knowledge to support and implement end to end Security solutions.
* Experience working with clients on Supporting internal and external audits.
* Flexible team player with a talent for learning new information, procedures, and technologies.
* Support Organization’s **HCM** activities globally through Workday and provided **Level 3** support.
* Created technical specifications Document for client.
* Involved in analysis of business processes and developing specified documents accordingly. Experience in conducting **one-one sessions** and Knowledge transfer sessions with peers and business owners to help resolve the issues.
* Created **Simple, Advanced, Matrix and Composite Reports**.
* Data configuration in Workday via outbound integrations using **EIB.** Responsible for data migration from legacy systems to workday systems using **EIB.** Developed simple and secure integrations using Workday **EIB.**
* Good Experience in workday **Security**. Involved in creating Security Groups such as Role Based, User Based, Job Based and Segment Based providing Access to users.

**TECHNICAL SKILLS:**

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| **Workday Modules** | Workday Core HCM, Benefits, Compensation, Advanced Compensation, Payroll, Time and Absence, Workday Security. |
| **Workday Report Writing** | Simple, Advanced, Matrix, Search, BIRT |
| **Workday Integrations** | Enterprise Interface Builder (Inbound/Outbound), Core Connectors (HCM, Compensation, Advanced Comp, Payroll, Time, Benefits) |

**PROFESSIONAL EXPERIENCE:**

**Employer-Cloud Data Systems Inc.,**

**DXC Technologies Aug 2020 – Present**

**Client: Food Processing Company**

**Workday Functional Consultant**

**Responsibilities:**

* Helped customer implementing Workday Core HCM, Benefits, Compensation and Advanced Compensation.
* Created **Workday Reports like Simple, Advanced, Matrix, Composite Reports**and Dashboards in different functional that involves complex calculated fields.
* Helped team in functional configuration and technical integration of the Workday application.
* Worked on Simple and Advanced Reports, defining columns, business objects, fields, columns heading overriding, multiple sorting techniques, sorting by secondary objects.
* Converting Simple reports to Advanced Reports by using Calculated Fields, Sorting, Filtering Report Fields, providing Advanced Filtering Option, Creating Sub-Filters and by using related Business Objects.
* Built industry standard reports like List Reports, Matrix Reports, Calculated Fields, Conditions and Eligibility Rules that apply to the parameters of the report.
* Served as workday report developer lead for new implementations and create calculated fields for Custom Reports to ensure required custom report.
* Created and design Matrix reports that provided analytics and for: Recruiting Activity, Trending data, Key Transactions, Compensation data, New Hires, Terminations, extensive calculated fields. Design over 80 custom and matrix reports.
* Assisted with ongoing day to day Workday compensation support, creation of Job Profiles, **Grade Profiles and Compensation plans**, HCM, Recruiting and Security issues.
* Developed systems and processes necessary for the recruitment, tracking, planning, and execution of projects.
* Involved in Integration Testing while validating the integrations on periodical workday upgrades.
* Involved in the design phase and prototyping for further discussions with the client.
* Experienced to work with Workday Report Writer, Business Intelligence Reporting Tool (BIRT), and creating custom integrations with third party applications using Workday Cloud Connect, and Enterprise Interface Builder (EIB).
* Configured business processes by adding new BP steps.
* Involved in optimization of business process and develop processes accordingly.
* Building complex reports with use of advanced calculated fields.
* Experienced in working on Workday releases, updates and audits reports
* Created Role based, User based, Intersection, Segment based, Org based, Aggregation security group based on client requirement.
* Perform maintenance of workday structures such as supervisory org, location org, talent org, etc.,
* Worked on setting up scheduling of reports and worked on required permissions for reports and integration access.
* Worked on complex Integration migration to Production.
* Worked on finding the duplicated Employee and Contingent worker records and helped in merging these accounts.
* Served as compensation consultant for Workday Advanced Comp Implementation, ensuring the solution is designed holistically across modules.
* Generated custom Workday reports and modified the existing custom reports for **HCM, Benefits, Compensation, and Advanced Compensation, Payroll.**
* Generated Merit state plans using Workday BIRT reports for compensation
* Proficiency in Setting up Business process in different functional areas by adding action, approval, To Do, Report, Review Document steps, added Custom Notifications and setup Condition rules on steps.
* Scheduled Custom reports to run Weekly, Bi-Weekly and Monthly based on requirement.
* Provide Engagement Manager with status reports and keep them apprised of overall project status
* Worked on testing the data and security issues with the data from the reporting prospective and troubleshooting Day to day production issues.
* Served as a Workday Report Writer and created custom integrations with third party applications using Enterprise Interface Builder (EIB) and Workday Cloud Connect.

**Employer-Cloud Data Systems Inc.,**

**Client: University of Virginia, VA Sep 2019 – Aug 2020**

**Workday Consultant**

**Responsibilities:**

* Generate different kinds of reports - Simple, Advanced and Matrix reports to meet client requirements within the workday tenant.
* Create calculated fields for Custom Reports to ensure required report delivery.
* Write reports that extract Workday data and manipulate the data in other formats for various needs. Involved in Production support.
* Worked on Reports to create custom reports using Workday Report Writer to meet the business needs of HR and Payroll application report consumer groups.
* Develop test scenarios and test cases for all in scope Business processes (hire, job change, terminate, etc along with testing of security role mapping for each of the Business processes.
* Worked with business team to review report requirements, Maintained/Assigned security roles and groups to the required level of confidentially and segregation of duties.
* Analyzed data, develop and generate routine and adhoc reports.
* Interacted with Business analysts and end users to clarify requirements and user cases.
* Created complex reports using the Firm’s HR systems and Designed Workday HCM data conversion process.
* Created Workday Functional testing scenarios and helped in Unit, End to End testing.
* Implemented Workday performance management including goal setting, midyear, and year end processes.
* Performs Workday day to day support tasks for Compensation, HCM and maintained data integrity.
* Configuring Workday system to meet client unique business requirements. Also developed test scripts for other outside systems that interface with Workday.
* Configured security changes for HCM, Compensation, Payroll and Benefits.
* Created compensation eligibility rules based on management levels, job profile, and job family.
* Created commission plans and onetime payment plans, developed compensation reports and statements.
* Worked on enhancements to Business Process Configuration for Compensation and Created Stock Plans, Merit Plans and condition rules for Compensation
* Event Management, Finding the event, Task Reassignment and Requesting the reassignment, manage delegation settings, Editing the tenant setups- Business Process and Notifications
* Setup Security domains, Reports, Integrations and business process as per the client requirements.
* Helped customer implement Workday Core HCM, Benefits, Payroll and Compensation
* Developed outbound integration using EIB, XML and XSLT Document Transformation for several integrations from Workday to downstream internal and vendor systems and provided necessary security for related functional area to launch the EIB.
* Managing Data conversions, HR and Compensation related Custom Reports, and Security Management, Business Process configuration and, configuring the application according to customer requirements and developing system Integration.
* Led activities for retiring old legacy systems supporting compensation/Payroll, HCM and Benefits and developed simple and secure integrations using Workday Enterprise Interface Builder (EIB).
* Used sequence generators, generating templates and validating inbound integration system results.
* Documenting the impact of process outside of the various work streams like HCM, Compensation, Benefits and Payroll.

**Employer-Cloud Data Systems Inc.,**

**Client: Infinera, CA Oct 2018 – Aug 2019**

**Workday Consultant**

**Responsibilities:**

* Implemented Workday Advanced compensation by configuring the Merit, Stock and Bonus plans.
* Supported end-to-end consolidated merit process including bonus and stock planning, from configuration to release of merit statements.
* Created and handled international assignments and transfers through change job business process.
* Loaded EIB for the employees on international assignment.
* Rollout new comp plans for executive population that involves gathering functional requirements by meeting with all the Compensation and Benefits SME’s and Managers, creating plans, eligibility rules and rolling out plans to executive population across various regions.
* Updated employee compensation data through EIB loads.
* Configured compensation plans, merit business process with shared participation grid and created multiple calculated fields and compensation eligibility rules.
* Created compensation scorecard and scorecard results for the Merit, Bonus plan and launched as per the plans achievement requirements.
* Maintained compensation review validations for all the compensation review process like Bonus, Stock and Merit.
* Created Merit Plan – Cost of Living for Hourly employees with all the eligibility rules, compensation package. Also created Merit Plan compensation Matrix by overall review rating.
* Created General Merit plan for Salaried – Not Fixed term Employees with compensation packages.
* Created the Plans eligibility rules with the required waiting period eligibility. Also designed the compensation matrix with all the clients’ requirements.
* Built reports for validating the employees Bonus, Stock and Merit plans.
* Assigned roles for the Planners and maintained the participants after launching the process.
* Moving custom reports within different Workday application tenants and validated data for all tenants using object transporter.
* Designed BIRT reports for delivering the compensation letters into the Managers and employees documents in Workday.
* Experienced with 2 Annual Comp cycle process and End to End support.

**Employer-AriaTech IT Solutions. Oct 2014 – July 2018**

**Workday Consultant**

**Responsibilities:**

* Helped customer implement Workday Core HCM, Benefits, Finance, Payroll and Compensation.
* Analysed complex sets of data to identify quality issues and proactively initiated steps for Improvement.
* Configuring Workday system to meet client unique business requirements. Also developed test scripts for other outside systems that interface with Workday.
* Configured security changes for HCM, Compensation, Payroll and Benefits.
* Created compensation eligibility rules based on management levels, job profile, and job family.
* Worked on enhancements to Business Process Configuration for Compensation and Created Stock Plans, Merit Plans and condition rules for Compensation.
* Setup Security domains, Reports, Integrations and business process as per the client requirements.
* Supported annual processes within the People team including benefits enrolment, performance/compensation reviews, etc.
* Worked with in managing existing and new content on Benefits Portal (forms, descriptions, alerts) relative to general benefits administration.
* Coordinated and supervised the daily activities of the Workday HR System and acted as primary point of contact to monitor and triage production issues.
* Provide support for data collection to enable recovery of the account for end user.
* Maintain a deep understanding of client process and policies.
* Resolve customer issues and escalate product bugs through JIRA.
* Provide remote support, email support to the customers for hosting their websites and troubleshoot for smoother responses back from the server.
* Effectively address customer queries by understanding challenges faces by the customer.
* Document the whole process of resolving the issue from the first step to the final customer satisfactory step, parallel to the process.
* Understand and upgrade product and process knowledge to meet required standards of customer resolution on an on-going basis.
* Set high levels of performance standards for the given process/account.
* Created Simple, Advance reports and complex calculated fields in Payroll and Benefits.
* Understand and document the impact of process handoffs outside of Workday.
* Experienced in Workday Functional testing and creating test cases and scenarios.

**Employer-AriaTech IT Solutions. March 2014 – Sept 2014**

**QA Analyst**

**Responsibilities:**

* Work closely with the Business Analysts, formulating test plans, preparing test cases, executing the tests, and fully documenting and reporting the results
* User Acceptance testing, Functionality testing, Regression testing, Performance testing, End-to-End System testing on BI applications.
* Assist Test Manager in managing day-to-day testing activities, such as test monitoring and status reporting at the end of the testing day
* Expertise in planning, designing and execution of complex testing solutions including Functional, Regression, and End to End testing
* Extensively involved in testing the application in different environments like Integration Testing, Pre-Production and Production.
* Performed quality assurance reviews on all System Development Life Cycle (SDLC).
* Provided daily updates to the Microsoft Program Manager on the status of day-to-day testing.
* Performed Gap Analysis and ensure compliance.
* Analysed system requirements and developed detailed test plan, test cases for Functional, Regression and End to End testing.
* Executed manual tests using a variety of web browsers, document results and update bugs in Bugzilla.
* Attended daily Scrum meeting and provide status update on Test planning/execution and worked with the Client to define the scope of testing for the iterations.
* Served as escalation point of contact for Test Phase and lead resolution of bugs/issues.
* Wrote Test Plans in MS Word for Manual Testing, System Testing, Integration Testing, Performance Testing, Regression Testing & reviewed their consistency with the business requirements.
* Responsible for writing, monitoring, executing and evaluating application tests with industry standard testing tools and scripting languages.