Syed Muhammad Asim

US Citizen

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NEW YORK, NY

**Professional** Summary

* 10 years of IT experience in which over years of Workday experience in multiple domains.
* Strong Experience with Workday Report Writer - Custom Reporting (Calculated Fields, Advanced, Standard Reports)
* Experience in Implementation of Workday HCM implementation including Benefits, Payroll, Compensation Management, Absence and Time Off, Time Tracking and Recruiting /Talent Management, migration of PeopleSoft HRM. Thorough understanding of all phases of the Software Design and Development Life Cycle (SDLC) and methodologies like Agile and Waterfall including prototype development.
* Involved in Full cycle implementations of Workday Modules: Payrolls, Benefits, Time and attendance and 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 in gathering requirements, designing, building, testing and delivering Workday integrations using CCB, CCW, CCTPP, EIB's (Inbound, Outbound, Raas, XSLT, EIB Template configuration, SFTP, file) and Workday Studio (Assembly Project, Basic Inbound/Outbound, Raas, XSLT, Connector, WWS).
* Maintenance and creation of Workday Supervisory Organizations, Locations, Positions, Cost Centers, and Cost Center hierarchies.
* Worked on the Object Management Systems like Role Based Security, User Based Security, Job Based Security groups.
* Expertise in technologies involving SOAP development like XML, XSLT, Web Services and Excel functions.
* Designed changes to legacy applications and interfaces within ODOT to support the integration, into the ODOT environment, of the DAS HRIS WorkDay system.
* Thorough working knowledge and experience with the Workday eco - system including both technical -functional aspects of Workday, specializing in integrations and reporting and of Integrations in regard to Web Services, SaaS, RaaS, Workday Architecture and Business Process Framework.
* Strong in ETL, data validation using Informatica, Worked on Stage, Core & Work (Data warehouse) Tables.
* 5 + years of experience in ETL & BI report testing.
* Good knowledge on HR processes such as Recruiting, Hiring, employee record maintenance, payroll, Benefits, Training, Pay Planning, Performance Management / Talent Management, Applicant Tracking / On-boarding, Manager / Employee self-service etc.
* Created Business form Layouts for Supplier payment and Ad Hoc payment notifications using BIRT in Workday Studio.
* Project management experience includes Client management, Customer interaction, Scope definition, Project planning, and Change control, Integration and Release management
* Experience defining HR business and systems strategy, developing system requirements, designing and prototyping, testing, training, defining support procedures and implementing practical business solutions under multiple deadlines.
* Extensively involved in testing of interfaces and conversions from Legacy/Third party systems to PeopleSoft application
* Expert in utilizing ETL tools including SQL Server Integration Services (SSIS), Data Transformation Services and ETL package design
* Expertise in performing Functional, Integration, Regression, System and User Acceptance testing.
* Ability to identify and articulate IT solutions that provide desired business results with the ability to move cleanly from theoretical to implementation thinking
* Experienced in gathering requirements, designing, building, testing and delivering Workday integrations using CCB, CCW, CCTPP, EIB's (Inbound, Outbound, Raas, XSLT, EIB Template configuration, SFTP, file) and Workday Studio (Assembly Project, Basic Inbound/Outbound, Raas, XSLT, Connector, WWS).

**PROFESSIONAL EXPERIENCE**

**Lead Workday Consultant**

Barclays Investment Bank

New York, NY 10019

**Dec 2018 – Present**

**Responsibilities:**

* Hands on Workday systems integration experience building custom integrations using, Cloud Connect and Document Transformation.
* Has extensively worked in documenting and gathering Functional requirements for the Business processes and modules such as recruitment, Time Tracking, Absence Management, Compensation, Talent and Performance, etc.
* Experience in Talent acquisition, Performance Management, Payroll, Compensation, time and attendance Processes, flow automation, Talent Management, Change Management, Time tracking and Leave/Absence Management, also expertise in supporting and configuring Workday Studio Integrations, designed and developed sets of integrations to integrate Workday HR with recruiting systems, experience in recruiting module with brief understanding of Business Requirements Gathering.
* Involvement with Analysis, Setup and Configuration of Workday HCM conducted an internal evaluation of current HRIS environment, identify short comings and risks
* Actively involved in the configuration of work flows, data load in Orange HCM (HRIS software) for Personnel Management, Recruitment and other modules.
* Evaluated cloud HRIS software currently available on the market to replace old legacy HR systemContacted vendors, send out RFP’s, meet and evaluate HRIS product offerings.
* Managing Workday modules Core HCM, Payroll, absence, recruiting, and Advance compensation.
* Involved in the implementation of Workday HCM for various HR modules such as Benefits, Payroll, Recruiting, Time Tracking and Talent Management.
* Expertise in Workday Time tracking and Absence
* Knowledge of HR processes such as employee record maintenance, Payroll, Benefits, Security, Pay Planning, Performance Management/Talent Management, Time Tracking / On-boarding.
* Experience in implementation of Workday HCM for various HR modules which includes Benefits, Payroll, Recruiting, Talent Management, Change Management, Compensation, Time tracking and Leave/Absence Management.
* Conducted UAT/Parallel testing and lead testing for bi-annual payroll software configuration changes for Workday HRIS/Payroll module and Time and Attendance systems system upgrades and revisions.
* Worked on implementing all building blocks of the Workforce Time and Attendance module as well configure the web server and app servers for the Workday environment.
* Research attendance discrepancies that produce chargeable time and attendance violations which could result in disciplinary action up to termination.
* Developed requirement documentation for all inscope business process, Taleo processes and integrations, Talent and Performance module, Peoplefluent, Onboarding module, Compensation and Payroll by working closely with the HRIS, Talent Acquisition team and global HR Partners.
* Developed end to end work flow testing of all in-scope business processes Taleo processes and integrations, Talent and Performance, Onboarding, Compensation and Payroll
* Hands on experience implementing configurations on Recruiting, Payroll and HCM modules (Hire, Change Job, Propose Comp and Onboarding)
* Sound knowledge on Visual Force Pages, Apex Triggers, Apex Classes, Batch Apex, HTML and JavaScript , SOQL, SOSL, Process Builder, Workflow, Visual Workflow and Approval Process, Reporting and Dashboards to support process automation.
* Design and Develop customer solutions in Visualforce, Apex, CSS, Javascript and other technologies.
* Created Portfolio and Program level Dashboards and Health check reports using Power BI and Jira, Align’s Leo (BI) tool. Worked with Jira Align team to enhance the BI database for robust metrics &amp reporting.
* Managing Data conversions, HR and Compensation related Custom Reports, Security Management, Business Process configuration and configuring the application according to customer requirements and developing system Integration.
* ERP Systems Experience in Requirement Gathering, Design, Configuration, Development, Enhancement, Migration, Conversion, Upgrade, Support and Testing of Workday and SAP ERP Applications.
* Responsible for company owned integrations which send non secure data to consuming applications within the company via DIME (ETL Application)
* Developed Inbound and outbound integrations using EIB, Web Services SOAP, WSDL, 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.
* Reviewing the Critical / High defects and resolutions and providing the recommendations
* Working to streamline the Workday HR HCM/HRIS Invoice consolidation process from Time sheet submission/expense submission & Payment request submission.
* Created complex HR and Payroll reports to assist business partners to track data and to use with other business needs
* Responsible for keeping project on time and in scope.
* Primary HCM project consultant specializing in Core and Advanced Compensation subsets working with global and domestic clients on compensation management and on advanced compensation configuration. Managed multiple consultants as an internal resource manager including annual evaluation and compensation cycle
* Developed Apex Classes Triggers to implement the business logic as per the requirements.
* Performed trend and data analysis on the HRIS department's correction log to provide the leadership with information on developing trends and success of strategic initiatives
* Provide HRIS support to HR, Finance and Payroll for end users
* Developed Rest services Wrapping the existing Internal and External SOAP based services
* Testing during Workday new version release process and any ad-hoc testing
* Used SSIS and extract transform loading (ETL) tool of SQL Server to populate data from various data sources, creating packages for different data loading operations for application.
* Implementation of Business Assets, Customer Accounts and Revenue Management, Banking and Cash Management functional areas within Workday .
* Developed Advanced, Matrix, Composite, and BIRT Reports in Workday Financials utilizing Workday Report Writer Experience in designing and developing Apex Classes, Controller Classes, extensions and Apex Triggers for various functional needs in the application.
* Provided train-the-trainer as well as end user training to clients on the applicant tracking system.
* Write, maintain, and support a variety of reports and queries - both standard and custom
* Troubleshoot Workday configuration and reporting issues to identify and fix root causes
* Manage integrations between Workday, A&M systems and third party systems
* Work alongside the integration team to configure and test integrations between the Workday solution and the client’s selected payroll and benefits providers
* Trained and supported colleagues as an HRIS team lead.
* Build reports using Workday's report writing tools. Ability to help clients resolve reporting issues requiring in depth expertise in the Workday solution
* Assist the integration consulting team in helping to configure and test integrations between Workday and third party/custom solutions
* Developed Balance Sheet, income Statements and Trial Balance, Business Asset related reports.
* Good Technical, Analytical, interpersonal, problem-solving skills, Presentation and Leadership skills.
* Developed integration using SOAP web services WSDL, XML, XSLT on the Workday cloud platform such as Payroll integration.
* Experienced to work with Workday Report Writer and creating custom integrations with third party applications using Workday Cloud Connect and Enterprise Interface Builder (EIB).
* Train business users so they can effectively perform their tasks
* Align with other Metrics Team Members to provide best practices in SAS HCM Delivery and ensure consistent data interpretation. Ensure Metrics Team provides timely, relevant and usable reports to end users
* Create custom Workday reports and modify/troubleshoot existing custom reports. Troubleshoot integrations
* Configuration of Workday’s business process framework configured conditional rules to guide workflow or validate data as required to accommodate desired outcomes
* Analyzed and documented business processes within workday HCM systems, analyzing system functionality with customers and identify gaps Support and configure HR systems to meet the business requirements.
* Involved in the Implementation workflow for Core HR, Advanced Compensation, Position and Profile management functionality and changes to existing HR/Payroll business processes for migrating to Workday HCM system.
* Develop reports in Workday and test developed reports in Workday. Perform data loading
* Support Payroll when HR data integrity creates challenges with Payroll run
* Liaison with HRIT team when required for modifications to integrations, EIBs, etc.
* Coordinates download activities to ensure complete and accurate data
* Streamline processes that enhance operational efficiencies of HR systems. Maintain application security and conduct quarterly access control review
* Provides functional expertise for system issues and resolution with functional end users

**Lead Workday Consultant**

IDB Bank

New York, NY 10019

**Apr 2016 – Nov 2018**

**Responsibilities:**

* Developed Inbound and outbound integrations using EIB, Web Services SOAP, WSDL, XML, and XSLT.
* Experienced to work with Workday Report Writer, Business Intelligence Reporting Tool (BIRT), and worked on custom integrations with third party applications using Workday Core Connector & EIBs.
* Prepared & reviewed Test Scenarios/Test cases for Core HR, Employee Self Service, Manager Self Service, Performance management, Time Tracking, Benefits, advance Compensation based on the Functional requirements.
* Assisted on Performance Management, Workday Absence Management and Workday time tracking
* Present to Senior Management recommendation for HRIS software.
* Develop requirement documentation for all inscope business process, Talent and Performance module, Onboarding module, Compensation and Payroll by working closely with the HRIS team and global HR Partners.
* Lead HRIS team in reporting, ensuring effective and timely headcount and other reports as required
* Responsible for developing QRGs and Workday Training materials for different HR Teams
* Assist with ongoing day to day Workday Talent and Performance Support
* Serve as compensation consultant for Workday Advanced Comp Implementation, ensuring the solution is designed holistically across modules.
* Designed and developed XML ETL files from Confidential database to integrate into Workday, using XML and XSLT and web service.
* Created new business processes and notifications in deployment and sandbox tenants based on the designed business flow diagrams
* Defined standards to guide solution decisions in relation to human resources (HR)/human capital management (HCM) solutions for the enterprise
* Used PL/SQL packages to write the ETL packages and used DBMS JOB/Unix Cron scripts to schedule the jobs.
* Collaborated with Payroll team in order to confirm payroll testing results using Kronos correspond to actual payroll results generated from existing time clocks; reporting inconsistencies to Project Management team and implementers.
* Experience in implementation of Workday HCM for various HR modules which includes Benefits, Payroll, Recruiting, Talent Management, Change Management, Compensation, Time tracking and Leave/Absence Management.
* Create training materials and train colleagues and HR on Workday.
* Created test scenarios for testing all in scope many Business Processes like Hire, Job Change, Promote, Transfer, Terminate, Compensation changes, Employee Self Service process, Manager Self-service processes, etc.
* Expertise in technologies involving SOAP development like XML, XSLT, Web Services and Excel functions.
* Installed various Jira plugins such as Jira client, Jira importer plugin, Jira Charting Plugin, the
* connector for Microsoft project and Jira Misc.
* Experience as Workday Techno - Functional Analyst and having strong experience in Implementation, Up-gradation and Production Support of ERP Applications with Hand on experience in HCM, Compensation and Benefits and close with a focus on Workday implementation projects
* Built and managed integration using Calculated Fields, EIB, Document Transformation, Workday Connector, XML, XSLT and Web Services technologies.
* Developed outbound integration using EIB, Web Services SOAP, WSDL, 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.
* Worked on EIB’s and Iloads to load the new data and change the existing data.
* Created complex reports using the Firm’s HR systems and Designed Workday HCM data conversion process.
* Prepared and shared recommended approach and plan for Global phased roll out of Payroll Integration
* Managing Data conversions, HR and Compensation related BIRT Reports, Security Management, Business Process configuration and configuring the application according to customer requirements and developing system Integration.
* Assist with ongoing day to day Workday compensation support, creation of Job Profiles, Grade Profiles and Compensation plans.
* Expertise in analysis of client's HR/Payroll business needs through client working sessions and day to day support of Workday HCM, Security, Compensation and Reporting issues.
* HCM expertise on Personnel Administration, Organizational Management, Payroll, Time Management, Learning Solutions, Compensation, Benefits and Recruitment modules.
* Developed 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.
* Assist with data cleanup, extraction/load and data validations (as needed)
* Generated custom Workday reports and modified the existing custom reports.
* Helped in implementation of Workday Core HCM, Benefits, Payroll and Compensation
* Expertise in analysis of client's HR/Payroll business needs through client working sessions and day to day support of Workday HCM, Security, Compensation and Reporting issues.
* Workday Reporting, BIRT Reporting, Business Process Configurations, Security Configurations
* Developed Advanced, Matrix, Composite, and BIRT Reports in Workday Financials utilizing Workday Report Writer

**Sr. Workday Consultant**

University of California

Berkeley, CA

**July 2014 – Mar 2016**

**Responsibilities:**

* Expertise in Workday reporting, BIRT Reporting, Studio, EIB's (inbound and outbound), Core Connectors.
* Working with team to review system features in correlation to current processes
* Concentration of Benefits module and Performance module worked along Director of Payroll for data tables and workflow of Time & Attendance module
* Facilitate meetings, evaluate RAID log and documented improvement process
* Conduct project management duties of global teams for Performance Management and Benefits modules
* Lead the Workday integration of business processes across disparate systems
* Maintain tools and templates for each Workday update
* Work on Workday conversion processes and tools like iTool, EBI, Workday Studio
* Integrate Workday with external vendor software
* Experience leading project teams in all phases of the Workday implementation lifecycle
* Participate in Workday Communities to remain connected with Workday and customers
* Implementation of HCM and Benefits (migration from PeopleSoft to Workday).
* Designed and configured other Workday HCM & Security configuration objects including Management Hierarchies, Regions, Locations, edited Domain and Business Process Security Policies, Tenant setup and created reports to meet customer requirements.
* Exposed to entire Defect Life Cycle from opening a defect to closing a defect
* Added Payscale-related Structure, Payscale Group, Payscale Level
* Performed various personnel actions, specifically, hiring employees, performing organizational reassignment, change in pay
* Developing functionality and designing inbound and outbound custom interface
* Involved in designing the pay structure including Pay grade type, area, grade and level
* Preparing test scripts for business critical reports and interfaces and all-embracing testing on different scenario
* Implementation of system enhancements and conversions which included developing detailed documentation for training and testing
* Analyzed change and update requests, Coordinated the execution of tests and integration within the module
* Proficiency with web service development (XML, SOAP, WSDL, REST, XPATH etc.)
* Reconciliation system log files of onboarding more than 500 application
* Perform configuration work as needed to support new and existing functionality
* Conducted unit testing and support system testing. Error/bugs handling and resolutions
* Maintained new Personnel Structure from the Administrative and Organizational Perspective

**Workday Developer**

Kellogg

Oak Brook, IL

**May 2011 – Jun 2014**

**Responsibilities:**

* Extensively worked with SMEs to configure the environments with all the business needed application configurations and setups.
* Plan and create various reporting documents for End Users module guides, Setup and Configuration guide for SME's, process operational guide and manuals for operations users and other as needed.
* Build custom Security for Fusion HCM which includes Create/Modify Data roles and its Security Profiles, Job Roles, Application Roles and Duty Roles.
* Developed a thorough understanding of Payroll, Staffing, Benefits, Compensation and Time Tracking through observation, elicitation, and document analysis.
* Setup Compensation eligibility rules based on compensation grades and job profiles.
* Involved in the Merit planning and Bonus processing.
* Used Scrum Agile methodology throughout the project life cycle.
* Designed business flow diagrams and processes, which included processes in Staffing, job benefits, compensation grades and packages.
* Manage business application implementations, changes, enhancements, and process Improvements. Configures Workday core HR, time and pay structures, benefits, absence Management, Compensation structure, and integrated talent management.
* Day to day support of Workday HCM, Security, Compensation and Reporting issues.
* Created, enhanced existing reports. Worked with standard and Custom Reports, assigning security to the reports primary and related business objects.

Workday Analyst

Biogen

Cambridge, MA

**Feb 2009 – Apr 2011**

**Responsibilities:**

* Worked with different HR groups to gather the requirements for the performance management module.
* Created business process flows based on discussions with HRIS and business partners.
* Communicated effectively with customers as appropriate
* Created test models for release testing of the Performance management module including the identification, collection and/or creation of test data.
* Involved in Payroll Parallel Testing.
* Defined Release Test Plans and exit criteria for system integration testing.
* Actively participated in UAT cycle along with the business users.
* Developed, updated and maintained quality testing standards and procedures.
* Facilitated and/or participated in structured walk-through and peer reviews.