***PROFESSIONAL SUMMARY***

* Certified SAP SFSF professional with 14 years of experience handling Compensation Management, Employee Central, Recruitment Management, Recruitment Marketing, Variable Pay and onboarding 2.0 and 6 years of experience in HR overall 14 Years of experience.
* Subject Matter Expert in Compensation, Recruitment and Employee Central CORE modules and not limited to.
* Well experienced in Implementation and Support SuccessFactors modules like Employee Central, Recruitment, PMGM, Onboarding, Security, Integrations and Reporting.
* Gathering requirements from stake holders and attending scrum meetings.
* Providing solutions using custom metadata framework objects in SuccessFactors platforms.
* Creating business rules, managing business configuration and XML data models in different modules of SuccessFactors.
* Enhancing user experience for employees, managers, and business stake holders.
* Good understanding of business processes like hiring, retiring, rehiring, pay changes, promotions, leave of absences, terminations, payroll, benefits, and integrations.
* Extensively worked on END-TO-END implementations on Employee Central Compensation Management, Recruitment, Employee Central CORE, Variable Pay.
* Extensive capability of handling any talent module in SAP SF
* Intense Core Competency of handling difficult clients easily.
* Excellent Communication, Team Handling, Interpersonal and Client Handling skills.
* Capable of handling RFP’s (Request for Proposal), Proposal writing, SCOPE development skills.
* Experience in handling International and Domestic clients.
* Having expertise experience in HR all process. Was a part of the core team in CORE HR.
* Always leave a mark of an asset in all organizations.
* Expert in documentation, process execution and transparency in handling the client communications.
* Was a part of Presales discovery call and GAP analysis.
* Involved in finalizing the SCOPE project wise and writing the proposal.
* Involved in Kick-Off meeting and worked with the respective stack holders for requirements gathering and feasibility discussions.
* Conduct workshops and capture the requirements in workbooks.
* Get the sign off eventually @ Workshops, Iterations and UAT milestones.
* Prepare future state process, Config documents
* Get the system environments ready timely (Development, Test and Production systems)
* Do the data migration
* Prepare the usual and admin manuals
* Train the trainer both admin and user process
* Do the production cut over activities for go live
* Provide post go live support

***WORK HISTORY***

|  |  |
| --- | --- |
| **Client** | **Duration** |
| Foxconn | Apr 2024 – Till Date |
| Sanghi Industries | Oct 2023 – Jun 2024 |
| Sacc Group | Feb 2023 – Oct 2023 |
| Foxconn | Mar 2022 – Feb 2023 |
| Kiewit | Jan 2021 – Dec 2024 |
| Mears | Mar 2020 – Feb 2021 |
| ChargeBee | May 2018 – Feb 2020 |

***PROFESSIONAL EXPERIENCE***

**Client: Foxconn Apr 2024 – Till Date**

**Role: SAP SFSF Employee Central**

**Responsibilities of Employee Central:**

* Configuring and Supporting Employee Central module configuration as per the business requirements.
* Problem solving and finding solutions to any issue related to EC or any other module and working with business in collectively testing implementation of SF modules.
* Configuring the workflows, writing business rules, creating new custom fields, creating new metadata framework objects in Employee Central.
* Creating table, canvas and story reports.
* Lead SuccessFactors releases and performs impact analysis on system.
* Created Pay scale level report using integration center in SF.
* Worked on EC Benefits and Time OFF.
* Running post refresh SF activities like metadata refresh, EC to SAP HCM connectivity etc.
* Worked on Short term incentive calculator for eligible workgroups in EC, where employee can ESS to find their STI award for financial year.
* Performing cut-over activities for data load in employee central and preparing a system for go live.
* Data migration from legacy HR system to SuccessFactors Employee Central.
* Created SOX reports for Head count, terminations and vacant positions and coordinating with Protiviti and KPMG for audit purposes of SOX reports.
* Developed reports for UFT tool which are used before starting end to end test cycles for employee central SuccessFactors.
* Starting and Stopping replications from EC to SAP HCM during pay runs and running replications using data replication monitor when payroll control record is in released for corrections.
* Good understanding of jobs scheduled in EC for HR sync, position to employee sync, grade step progression, tariff, and seniority rules in EC.
* Creating functional design specification (FDS) document which outlines the requirements of the interface, process, mapping document, vendor details and approvals.
* Worked on delimiting direct deposit by deleting bank details from payment info portlet and updated CHECK as main bank account.
* Build MDF to capture vacant positions in SuccessFactors EC and report using ORD in financial reports.
* Worked in integration between SF EC and SAP Payroll for following standard integrations and solved issues which are encountered during replication.
* Designed and Supported EC to SAP payroll HEC top of stack interface to compare data is synced between SF EC and SAP HCM
* Ran replications for cutover activities for project spring wave1, wave2 and wave3 go live and supported EC to SAP Payroll HEC replication throughout project spring.
* Uploading data into SuccessFactors system using different import tools in SF.
* Updating existing functional design specification documents with new enhancements according to the change requests.
* Performing functional unit testing (FUT) for assigned interface in development environment.
* Triggering the interface through Dell Boomi middleware and running the interface.
* Performing end to end (E2E) testing by performing all the validations on output file.
* Act as a point of contact for downstream/ upstream vendors.
* Writing test scripts, raising defects in HPQC system, uploading test results and defects to HPQC system.
* Raising change requests (CR’s) in case there is any change required to the existing interface.
* Downloading the output files from SFTP and validating the output file according to tests scripts.
* Attending daily change requests meetings to provide updates on change requests and report the impact of other change requests on our interfaces.
* Updating interface support matrix in share folder with latest updates done on interface documents.
* Creating mapping documents to map source fields to target fields and maintain transformations for fields.
* Creating performance and goals templates, created routing maps, launching forms, supporting go live issues with PM GM cycles. Updating goal libraries and KPI’s, adding new forms in roles-based permissions, creating template for calibration and succession org charts.
* Migrate ratings from performance to compensation forms. Help business to solve issues related to performance cycles.
* Created ad hoc reports and ORD reports for testing and analyzing data in EC system.
* Worked closely with security team for RBP permissions to provide access to different workgroups and technical API users.

**Client: Foxconn Oct 2023 – Jun 2024**

**Role: SAP SFSF Recruitment Management**

**Responsibilities of RCM**

* Configuring and managing RCM and RMK from SAP SuccessFactors.
* Created integration between position management and job requisition.
* Added new fields for RCM to ONB integration.
* Changing offer letters, notifications, and recruitment settings.
* Added fields to requisition templates, job applications, candidate profiles, offer letters.
* Adding new statuses to the talent pipeline.
* Solving issues related to job requisitions route maps.
* Reassigning job requisitions and offer letters.
* Providing permissions to different fields in different stages of talent pipeline.
* Creating business rules for position to requisition mapping.
* Adding new fields on career websites.
* Merged the candidate profile.
* Changed the CDT candidate profile template and JDRM requisition template.
* Provided administration to recruitment by creating recruitment groups.
* Set the password policy and reset candidate passwords.
* Added new locations to RMK positing location picklist.
* Enabled new agencies to login to portal.
* Mostly maintaining RCM and RMK.
* Adding and removing videos from career websites.
* Adding new cookies and privacy statements to career websites.
* Updating new questions on job applications for diversity, disability, and veteran status.
* Remove dates from job applications like education details and certifications.
* Integrate RCM with third party background check vendor integration using Integration Center.
* Introduced two steps signing process in Docusign for offer letters.
* Loading ratings into compensation worksheet.
* Launching comp cycle with PMGM.

**Client: Sanghi Industries Oct 2023 – Jun 2024**

**Role: SAP SFSF Employee Central**

**Responsibilities of EC**

* Configuring and Supporting Employee Central module configuration as per the business requirements.
* Problem solving and finding solutions to any issue related to EC or any other module and working with business in collectively testing implementation of SF modules.
* Configuring the workflows, writing business rules, creating new custom fields, creating new metadata framework objects in Employee Central.
* Creating table, canvas and story reports.
* Lead SuccessFactors releases and performs impact analysis on system.
* Created Pay scale level report using integration center in SF.
* Worked on EC Benefits and Time OFF.
* Running post refresh SF activities like metadata refresh, EC to SAP HCM connectivity etc.
* Worked on Short term incentive calculator for eligible workgroups in EC, where employee can ESS to find their STI award for financial year.
* Performing cut-over activities for data load in employee central and preparing a system for go live.
* Data migration from legacy HR system to SuccessFactors Employee Central.
* Created SOX reports for Head count, terminations and vacant positions and coordinating with Protiviti and KPMG for audit purposes of SOX reports.
* Developed reports for UFT tool which are used before starting end to end test cycles for employee central SuccessFactors.
* Starting and Stopping replications from EC to SAP HCM during pay runs and running replications using data replication monitor when payroll control record is in released for corrections.
* Good understanding of jobs scheduled in EC for HR sync, position to employee sync, grade step progression, tariff, and seniority rules in EC.
* Creating functional design specification (FDS) document which outlines the requirements of the interface, process, mapping document, vendor details and approvals.
* Worked on delimiting direct deposit by deleting bank details from payment info portlet and updated CHECK as main bank account.
* Build MDF to capture vacant positions in SuccessFactors EC and report using ORD in financial reports.
* Worked in integration between SF EC and SAP Payroll for following standard integrations and solved issues which are encountered during replication.
* Designed and Supported EC to SAP payroll HEC top of stack interface to compare data is synced between SF EC and SAP HCM
* Ran replications for cutover activities for project spring wave1, wave2 and wave3 go live and supported EC to SAP Payroll HEC replication throughout project spring.
* Uploading data into SuccessFactors system using different import tools in SF.

**Client: SACC Group Feb 2023 – Oct 2023**

**Role: SAP SFSF Employee Central**

**Responsibilities of EC**

* Configuring and Supporting Employee Central module configuration as per the business requirements.
* Problem solving and finding solutions to any issue related to EC or any other module and working with business in collectively testing implementation of SF modules.
* Configuring the workflows, writing business rules, creating new custom fields, creating new metadata framework objects in Employee Central.
* Creating table, canvas and story reports.
* Lead SuccessFactors releases and performs impact analysis on system.
* Created Pay scale level report using integration center in SF.
* Worked on EC Benefits and Time OFF.
* Running post refresh SF activities like metadata refresh, EC to SAP HCM connectivity etc.
* Worked on Short term incentive calculator for eligible workgroups in EC, where employee can ESS to find their STI award for financial year.
* Performing cut-over activities for data load in employee central and preparing a system for go live.
* Data migration from legacy HR system to SuccessFactors Employee Central.
* Created SOX reports for Head count, terminations and vacant positions and coordinating with Protiviti and KPMG for audit purposes of SOX reports.
* Developed reports for UFT tool which are used before starting end to end test cycles for employee central SuccessFactors.
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* Designed and Supported EC to SAP payroll HEC top of stack interface to compare data is synced between SF EC and SAP HCM
* Ran replications for cutover activities for project spring wave1, wave2 and wave3 go live and supported EC to SAP Payroll HEC replication throughout project spring.
* Uploading data into SuccessFactors system using different import tools in SF.

**Client: Foxconne Mar 2022 – Feb 2023**

**Role: SAP SFSF Recruitment Management**

**Responsibilities of RCM**

* Configuring and managing RCM and RMK from SAP SuccessFactors.
* Created integration between position management and job requisition.
* Added new fields for RCM to ONB integration.
* Changing offer letters, notifications, and recruitment settings.
* Added fields to requisition templates, job applications, candidate profiles, offer letters.
* Adding new statuses to the talent pipeline.
* Solving issues related to job requisitions route maps.
* Reassigning job requisitions and offer letters.
* Providing permissions to different fields in different stages of talent pipeline.
* Updating existing functional design specification documents with new enhancements according to the change requests.
* Performing functional unit testing (FUT) for assigned interface in development environment.
* Triggering the interface through Dell Boomi middleware and running the interface.
* Performing end to end (E2E) testing by performing all the validations on output file.
* Act as a point of contact for downstream/ upstream vendors.
* Writing test scripts, raising defects in HPQC system, uploading test results and defects to HPQC system.
* Raising change requests (CR’s) in case there is any change required to the existing interface.
* Downloading the output files from SFTP and validating the output file according to tests scripts.
* Attending daily change requests meetings to provide updates on change requests and report the impact of other change requests on our interfaces.

**Client: Kiewit Jan 2021 – Dec 2024**

**Role: SAP SFSF Employee Central**

**Responsibilities of EC**

* Providing solutions to support tickets arose in remedy software related to Employee Central and Performance & Goals Management module in SuccessFactors.
* Attending HR Transformation, PRODUCTION CUTOVER Status updates, SuccessFactors knowledge transfer, SAP Defects and Handover meetings
* Restructuring role-based permissions RBP’s, creating new permission groups and permission roles
* Analyzing new software releases and educating HR about new Opt-In updates
* Initial load of employee’s data templates for new acquisitions and creating new number sequences, foundational data to accommodate employees from the acquired company.
* Configuring business rules for new enhancements required in Employee Central module.
* Changing workflows, creating dynamic roles and dynamic groups for workflows
* Creating and changing Alert messages and Email notifications in Admin center
* Solving tickets related to Position Management, Time Off and Benefits
* Helping the global HR team in creating regular employees and contingent workers
* Writing business rules and applying SAP solutions to solve system defects related to system.
* Providing support to users in creating internal & external positions and job requisitions
* Solving issues in position to job requisition mapping from position org chart
* Enabling fields and making changes to portlets in Employee Central module using manage business configuration in Admin center.
* Creating tickets in Launchpad support website related to application errors and coordinating with SAP to close defects.
* Data migration from legacy HR system to SuccessFactors Employee Central.
* Solving issues with Ad Hoc reports, ORD and worked as reports administrator.
* Moving performance forms to back and forth in route maps and changing routing scales
* Creating user manuals for commonly reported issues and circulating to team
* Supporting interfaces to flow data downstream to ED, AD and other application systems.
* Creating reports using online report designer ORD for EC.
* Changing data model XML’s for HRIS mapping and propagation of fields in EC
* Importing and Exporting data files related to Metadata Framework (MDF) objects.
* Solving issues related to Job classification, Job families, Job roles and position management.
* Changing leave of absence workflows related to Time Off
* Added custom fields to spot bonus portlet.
* Auto-populating fields in employment information portlet for benefits service date, service award date, FLSA status etc.
* Configuring notifications to remind managers regarding their reports contract end dates.
* Downloading and uploading XML’s for SDM, CDM, CSF’s, Workflow rule and HRIS propagation and making changes according to business requirement
* Creating HRIS sync jobs and Email notification alerts jobs in provisioning
* Configuring position management, creating business rules for validating employee class and workflows for new position types
* Creating business rules for Job info to position sync and position to Job info sync
* Creating Mass changes for transactions involving job information portlet

**Client: Mears Mar 2020 – Feb 2021**

**Role: SAP SFSF Employee Central**

**Responsibilities of Employee Central:**

* Configuring and Supporting Employee Central module configuration as per the business requirements.
* Problem solving and finding solutions to any issue related to EC or any other module and working with business in collectively testing implementation of SF modules.
* Configuring the workflows, writing business rules, creating new custom fields, creating new metadata framework objects in Employee Central.
* Creating table, canvas and story reports.
* Lead SuccessFactors releases and performs impact analysis on system.
* Created Pay scale level report using integration center in SF.
* Worked on EC Benefits and Time OFF.
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* Writing test scripts, raising defects in HPQC system, uploading test results and defects to HPQC system.
* Raising change requests (CR’s) in case there is any change required to the existing interface.

**Client: ChargeBee Jan 2019 – Feb 2020**

**Role: SAP SFSF Employee Central,Onb 2.0,RCM**

**Responsibilities of Employee Central:**

* Providing solutions to support tickets arose in remedy software related to Employee Central and Performance & Goals Management module in SuccessFactors.
* Attending HR Transformation, PRODUCTION CUTOVER Status updates, SuccessFactors knowledge transfer, SAP Defects and Handover meetings
* Restructuring role-based permissions RBP’s, creating new permission groups and permission roles
* Analyzing new software releases and educating HR about new Opt-In updates
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* Enabling fields and making changes to portlets in Employee Central module using manage business configuration in Admin center.
* Creating tickets in Launchpad support website related to application errors and coordinating with SAP to close defects.

***ONBOARDING***

* Configuring and managing onboarding a new solution from SAP SuccessFactors.
* Enhanced the existing functionality by including new fields in integration between Onboarding and EC using recruit to hire data mapping.
* Provided support to the Onboarding module and solved the tickets associated with it.
* Created new reports in onboarding module.
* Solve issues related to I-9, Email services, review new hire data, provide personal data in new onboarding solution.
* Restarting the onboarding process and nudge employees and candidates to complete onboarding activities.
* Enable cross boarding for employees moving from other countries to the USA.
* Created and uploaded custom forms specific to client and attached to panels.
* Provided onboarding administration by including users both in EC and ONB admin.
* Changed the Notifications templates according to new requirement.
* Write business rules to make SSN mandatory in onboarding process for candidate and make optional for onboarding responsible group.
* Include new onboarding admins in onboarding responsible group.
* Handling integration from RCM to ONB to EC.

***RECRUITMENT AND RECRUITMENT MARKETING***

* Configuring and managing RCM and RMK from SAP SuccessFactors.
* Created integration between position management and job requisition.
* Added new fields for RCM to ONB integration.
* Changing offer letters, notifications, and recruitment settings.
* Added fields to requisition templates, job applications, candidate profiles, offer letters.
* Adding new statuses to the talent pipeline.
* Solving issues related to job requisitions route maps.
* Reassigning job requisitions and offer letters.
* Providing permissions to different fields in different stages of talent pipeline.
* Creating business rules for position to requisition mapping.

**Client: ChargeBee May 2018 - Jan 2019**

**Role: SAP SFSF Employee Central,Onb 2.0,RCM**

**Responsibilities of Employee Central:**

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* Creating mapping documents to map source fields to target fields and maintain transformations for fields.
* Creating performance and goals templates, created routing maps, launching forms, supporting go live issues with PM GM cycles. Updating goal libraries and KPI’s, adding new forms in roles-based permissions, creating template for calibration and succession org charts.
* Migrate ratings from performance to compensation forms. Help business to solve issues related to performance cycles.
* Created ad hoc reports and ORD reports for testing and analyzing data in EC system.
* Worked closely with security team for RBP permissions to provide access to different workgroups and technical API users

***EXPERIENCE SUMMARY***

|  |  |
| --- | --- |
| Industry Experience: | Worked on Educational, Oil and Refinery, Sales, Automobile, Manufacturing, Government Firm, Textile Industry, IT services, Telecommunications, and services etc., |
| SAP Solutions Experience: | All areas of Human Resource, Success Factors Recruitment Management, On-boarding, Compensation, Variable Pay and Employee Central implementation, Documentation and Training delivery etc. |
| SAP Area Experience: | SAP Success Factors along with Human Resource, Knowledge of HCM functionality |
| Full Cycle Implementations: | Newgen, AGRE, Sanghi Cement, STT Global, Aditya Auto, GIFT, Redington Pvt Ltd.,  International Projects: FOXCONNE – UK, Taylors University Malaysia, Calian - Canada |

***EDUCATIONAL BACKGROUND***

* Post Graduate Diploma in Management (Human Resource), B-Tech (ECE)