



FERHI EZZEDDIN
ERP CONSULTANT (SAP HCM)

11 years of experience

PROFILE

Extremely motivated to constantly develop my skills and grow professionally

My goals to work in an organization where I can contribute to the organization's growth and profitability with my skills and in turn get an opportunity to gain exposure and expertise that would, develop a challenge career and evolve the managerial and technical skills in an environment where there are great opportunities for development,

I am confident in my ability to produce interesting ideas for unforgettable advertising campaigns.

PERSONAL INFORMATION'S

First Name: Ezzeddin
Last Name: Ferhi
Birthday: 07/07/1990
Status: Single
Origin country: Tunisia

CONTACT

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EDUCATION

Degree

- ✓ Professional master's degree in information & telecommunications Sciences and technologies, specialty Control of industrial systems
- ✓ Professional License degree in Technology information management
- ✓ Certification in Mathematic Baccalaureate

Details

2021- 2022: [(ESSTHS) Higher School of Science Technology in Hammam Sousse- Tunisia]

- ❖ National Diploma of Professional Master in Control of industrial systems

2011- 2012: [high school of computer sciences of Kef (ISIK)-Tunisia]

- ❖ National Diploma of Professional License in Technology information management

2008- 2009: [secondary school of Kasserine]

- ❖ Mathematic Baccalaureate

WORK EXPERIENCE

✓ **Oct2023-Today: [ADP Tunisia (Automatic Data Processing)]**

- ❖ SAP HCM consultant (Payroll France Implementation)

✓ **Jan2021-Sept2023: [LEONI Wiring System Tunisia (Multinational automotive wiring)]**

- ❖ SAP HCM consultant
- ❖ SuccessFactors consultant

✓ **Feb2014-Dec 2020: [LEONI Wiring System Tunisia (Multinational automotive wiring)]**

Functional Analyst SAP HCM and Human resource officer

- ❖ HR Analyst /SAP HCM Super key-user
- ❖ Personal administrator--Time Keeping Management--
- ❖ IDM Manager (Identity Management)

✓ **Sep2012-Jan2014: [LEONI Wiring System Tunisia (Multinational automotive wiring)]**

- ❖ Electrical Testing Employee

✓ **May2017-Today: [Handousse Gym Erriadh city Sousse - Tunisia)]**

- ❖ Private Sport Coach

SKILLS:

Computer skills

- *Office skills:*
 - ❖ Microsoft office (Word, power point, Excel) ...
- *Multimedia:*
 - ❖ Image: Photoshop, Illustrator, photo filter, the gimp...
 - ❖ Sound: audacity, format factory
 - ❖ Video: Movie Maker
 - ❖ Good knowledge of surfing on Internet

Programing languages:

- ❖ J2EE
- ❖ PHP, PHP5
- ❖ HTML
- ❖ JAVASCRIPT
- ❖ NetBeans, eclipse, Dreamweaver, Flash8/Mx

LANGUAGES :

Arabic: Native language.
French: Fluent writing and speaking.
English: Fluent writing and speaking.
Spanish: Good knowledge
Allmand: Basic Knowledge

HOBBIES

Reading
Listening to music
Practices sport
(Bodybuilding, footing and swimming)

PERMISSIONS

Driver's license level B

Détails et description des postes :

SAP: PA, PT, OM, PY

Payroll France Implementation

SuccessFactors: Employee Central

Humaines Ressources : Humain Ressources Management

Responsibilities:

- ❖ **SAP HCM Consultant , Payroll France Implementation «Project Services» (ADP)**

OM

- Theory and config, Objects & Relationship O, S,C,K & Person
- Organization & Staffing (Simple and Expert Maintenance Mode)
- Maintain Employee, Time Data & Payroll Data (Global and Country Specific)

PA

- Configuration of Structures (Enterprise, Personnel Structure and Personal Actions)
- Configuration of Relating Enterprise (HR) to FI structure (PA to CC), Global Setting of CC
- Features Configuration and Explaining of the applicable feature in respective places in PA, PT and PY
- Data Management and dynamic Actions
- Configuration date of Joining Changes
- Complete Employee Data Management Cycle. (Master, Transactional Data)
- Configuration of Public Holiday Calendar
- Configuration of Work Schedules & Default thru SCHKZ.

PY

- Fundamentals of Payroll
 - Time payroll Area, Control Record, ABKRS Feature & Pay scale Structure.
 - Basic Payroll Configuration Wage types of concepts (creation and Structure)
 - Indirect Valuation of Wage types using Features
- Payroll Processing and Payroll Driver
- Configuration Schemas/Rules/PY Functions and Operations
- Interpretation of Payroll Log - Basic Data, RoP, Time Val, Proration, G2N, Final processing.
- In-depth review on Wage type Characteristics like Processing, Cumulation and Evaluation Class.
- DME / Bank File Generation Process
- General Reports and country specific reports
- Data Migration (G2 and SSL, SFTP (Global and GV Specific, Inbound and outbound...))
- Absence Configuration, counting rules, and valuation rules.
- Configuration of Basic Time Quotas
- How to write new Rules (PCRs)
- How to add a Rule in a schema, How to Modify a Schema
- Standard Proration PCR and Function (P10, XVAL, XPP*) with Split
- Retroactive Payroll Results (PCR and Schema
- Generating Remuneration Statements and Configuration of Payslip
- Post Payroll (Bank, GL, Reports, introduction to GV tools
- Tools (G2 and SSL, SFTP Rev-track, Config Commander, RET (Report Extraction Tool)

❖ **HCM Consultant (Leoni)**

- Support for Core modules (PA, PM, OM, PT, PY, ESS)
- Configuration of Master Data
- Configuration of Time recording
- Development and configuration of functionalities
- Provide Analysis and solution design
- Perform functional analysis of user requirements (technical support)
- Manage technical and functional specifications
- Prepare and perform software tests
- Offer customized solutions based on SAP technology (customizing)
- Support in data migration
- Define the objectives and time of the implementation project
- Manage customer relationships
- Assist with any issues during the SAP project
- Implement the new features of SAP
- Take care of the evolutionary maintenance of the software
- Provide consulting services to companies regarding best practices in human resources management
- Manage Schema and PCR
- Develop and deliver training sessions to ensure End-user get skills
- Creating solution prototype.
- Project management support
- Following and monitoring the agreed SLA.
- Ensure adequate communication with the customer(s) for all service-related enquiries and issues.
- Interacting with Service Desk's role as the central coordination point for all SAP related issues.
- Manage the business process in SAP HCM/SuccessFactors
- Verify the feasibility of migrating to SAP and/or integrating new modules
- Configure SAP, in collaboration with the team of programmers
- Instruct company staff on the use of modules in their daily work

❖ **SuccessFactors (Leoni)**

- Conducting SAP HCM|Success Factors implementation and support projects
- Analyze business requirements and develop effective configuration solutions
- Support customers in defining and documentation business process
- Design solutions and estimate efforts to solve identified gaps, priorities gaps
- Finalize configuration: migrate the solution to a productive environment, perform data migration activities, perform cutover activities using SFTP servers (crushSFTP/ SFx, SAP SFTP)
- Support end-users to logon and can see their personal data.

❖ **HR Functional Analyst:**

➤ **SAP HCM Super key-user (Leoni)**

- Provide knowledge and experience of HCM SAP industry best practices to input to the SAP program
- Develop new organization change on system SAP
- Create new position on SAP system
- Testing new customizing (Time types, Time transfer specifications, absence quota work schedule ...)
- Control pointing anomaly
- Monitoring of legal decision
- Daily, weekly, and monthly reports.
- Training and supporting (End users)
- Create incidents with ServiceNow (In coordination with IM department)
- Under the detailed business requirements so that these can inform the SAP functional design of the system
- Preparing and sending daily monitoring dashboard
- Sending data as requested another department

➤ **HR Analyst (Leoni)**

- Ensure and contribute to customer satisfaction
- Application of legal and regulatory provisions
- Identify and propose optimization, improvement, and standardization of existing processes
- Follow-up and update of the scoring methodology
- Perform tasks in his area of responsibility
- Maintaining order and control pointing tasks
- Report progress of assigned tasks and documentation on a regular basis
- Management of absences (leaves, illness, work accident, technical stoppage, etc.)
- Management of staff around responsibility (allocation of resources, evaluation, leadership, control)
- Identify and propose optimization, improvement, and standardization of existing processes
- Preparations and sending of daily, weekly, and monthly reports
- Present as official sources of data
- Apply pay procedures; prepare, monitor, and supervise the calculation of working hours.
- Monitoring of assignment changes
- Preparation of dashboards and monitoring of HR indicators (headcount, absenteeism, fluctuation, working hours cost, etc.)

➤ **IDM (Identity Management (Leoni))**

- Management of Windows accounts (Create, reactivate and deactivate)
- Updating the data base
- System audit follow-up
- Access Monitoring

OTHER

❖ Sport Coach

- Organize regular fitness activities and workout
- Offer one-on-one or small group session at client's home or association office
- Offer fitness activities to increase muscles mass and improve well-being

TRAINING AND PROFESSIONAL DEVELOPMENT:

Jan2019: Training of trainers

Dec2018: Advanced Excel

Aug2018: Conflict management

Jan2018: Safety program and civil protection

Sep2017: Leadership skills

Mar2017: Risk Screening

Feb2017: Ergonomics training and improvement of working conditions

Sep2016: English language level 4 to level BE.

Oct2015: Training of production staff in the methodology of solving problems

Jan2014: ERP training (SAP system) & GLPI training (LTG system)

Jan 2012: Final study project in Local IT department from LEONI Wiring System.

Sep2010: Summer Internship in time management department from LEONI Wiring System

Qualities

- ❖ Ability to work independently
- ❖ Flexibility and quick adaptation
- ❖ Ability to motivate a team faces new opportunities and challenges
- ❖ Team management and conflict management
- ❖ Act with great responsiveness and efficiency
- ❖ Time management and multitasking
- ❖ Excellent communication, Ability to work as a team
- ❖ Ensure customer satisfaction
- ❖ Serious, honest and motivated
- ❖ Availability for frequent travel, both domestically and abroad