

## MANISH BHADANE

### Oracle HCM Functional Consultant

Location: Pune, Maharashtra

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#### Professional Highlights

Oracle HCM Functional Consultant with over 2.7 years of experience in the design, configuration, and support of Oracle HCM Cloud modules, including **Core HR, Absence Management, Payroll Management, HDL, HSDL, OTBI & BI Reports**. Skilled in end-to-end project implementation and support, with hands-on expertise in real-time project transitions. Successfully completed two full-cycle implementation and support projects.

#### Professional Experience

Infosys Limited, Pune

Oracle HCM Functional Consultant

April 4, 2022 – Present

#### Project 1: End-to-End Oracle HCM Implementation and Support (April 2022 – May 2023)

##### Core HR:

- Configured workforce structures such as legal entities, business units, and departments.
- Designed custom workflows for hire, transfer, promotion, and termination processes.
- Managed security roles, assignments, and approval workflows.

##### Absence Management:

- Created absence plans, absence types, eligibility profiles, and accruals based on client requirements.
- Configured leave entitlements and leave carry-forward rules.
- Provided real-time support for absence tracking and reporting.

##### Payroll Management:

- Configured payroll legislative data and managed features by country or territory.
- Set up and managed banks, bank branches, and bank accounts.
- Managed organizational payment methods, third-party payment methods, and consolidation groups.
- Configured payroll definitions throughout their lifecycle, including elements and element classifications (standard earning, supplemental earning, voluntary and involuntary deductions, absence).
- Set up element eligibility, balance definitions, event groups, and salary basis configurations.

##### Reports (OTBI & BI):

- Developed custom BI and OTBI reports for Core HR and Payroll data analytics.
- Automated report scheduling and delivered reports to relevant stakeholders.

##### HDL and HSDL:

- Utilized HDL (HCM Data Loader) and HSDL (HCM Spreadsheet Data Loader) to load bulk employee data into Oracle HCM.

## **Project 2: Ongoing Oracle HCM Support and Implementation (June 2023 – Present)**

### **Core HR:**

- Enhanced configuration of job, grade, and position structures based on client growth.
- Conducted user training sessions for HR staff on self-service features and approval workflows.

### **Absence Management:**

- Expanded absence policies to include new regions and employee types.
- Supported ongoing absence data corrections and historical corrections.

### **Payroll Management:**

- Configured payroll legislative data and ongoing payroll management features, focusing on salary basis, payment methods, and deductions.

### **Reports (OTBI & BI):**

- Refined and expanded the existing BI reports to meet new business requirements.
- Built dashboards to provide senior management with real-time insights into HR and payroll operations.

### **Data Migration (HDL & HSDL):**

- Managed ongoing employee data migration for mergers and acquisitions using HDL and HSDL tools.

## **Technical Skills**

Oracle HCM Cloud Modules	Core HR, Absence Management, Payroll Management
Data Management	HCM Data Loader (HDL), HCM Spreadsheet Data Loader (HSDL)
Reporting Tools	BI, OTBI and HCM Extracts
Project Experience	End-to-End Implementation, Support, Client Training
Tool & Languages	Oracle Cloud HCM, SQL, BI Publisher & SQL

## **Education**

- **Bachelors of Engineering** from Savitribai Phule Pune University - 2021

## **Interpersonal Skills**

- Strong Verbal and Written communication skills.
- Better understanding of IT systems as well as expert in MS word, Excel and PowerPoint.
- Ability to work under pressure stringent deadlines and tough client condition.
- Strong analytical and problem-solving skills.

### **Personnel Information**

Address: - Flat No.1, Floor No.1, Shiv Krupa Apartment Sopan Nagar Lane No.4, Wadgaon Sheri Pune  
Maharashtra – 411014

### **Declaration**

I hereby declare that all above-mentioned information is in accordance with fact or truth up to my knowledge and I bear the responsibilities for the correctness of the above-mentioned particulars

Date:

Place: Pune, Maharashtra

Manish Bhadane

(Signature)