Sumathi S

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# 9003616764 – 9500977428

* 8+ Years of Experience in IT industry in various domain like Data Analytics, SQL, Peoplesoft and Work force Reporting.
* Experience in Human Resource Information System and Extensive knowledge in Reporting and Data visualization.
* Extensive involvement in analytical support via reporting and developing people metrics.
* Strong knowledge in Visualization and insightful dashboards.
* Proficiency in managing matters pertaining to data related Issues; handling large no of data sets and queries.
* Demonstrated ability to maintain confidentiality.
* Ability to work in an environment where deadlines are critical.
* Managed the Daily queue for additional business metrics, report enhancements and dashboards.
* Participated in requirements meetings and data mapping sessions to understand business needs.
* Proficient in MS excel reporting and data analysis.
* Handled multiple projects in single point of time.
* Effective communicator & team member with proficiency in working with people of various skills at different levels.

***Career Highlights***

* Since Jun’18 with ***Cognizant Technology Solutions*** as an Associate.
* Mar’13– Jun’18 *–* ***Wipro Technologies*** as Project Engineer.

***Technical Expertise***

* Skillset: Oracle SQL, MS SQL, MS Excel, Application Engine, Peoplecode, Application Designer
* Reporting tool: Qlik Sense, SQL Query

***Certification***

* Brain Bench Certification on SQL (ANSI)

## Cognizant Technology Solutions: -

Accomplished and versatile analytical Professional with 3+ years of experience in HR Domain & Analytics. Demonstrated expertise in using extremely large, complex data sets to draw conclusions, effectively communicate, and visualize findings with both technical and non-technical team members / groups. Proven history of supporting data driven decisions to meet team and management objectives. Proficient in MS excel reporting and data analysis.

Familiarity with data visualization tools of Qlik.

#### Functions Handled: -

* Headcount  Utilization
* Demand & supply  Quarterly Attrition

## Key Responsibilities: -

**Workforce Reporting & Analytics: -**

### Dashboard & Reporting: -

* + Single Point contact for various dashboard for various business unit as per their requirement.
  + Preparation of Global HRMIS base from people soft HCM tool.
  + Providing slices and dices of data with various insights and analytics.
  + Handled total gamut of adhoc request globally.
  + Handled Utilization for LATAM, preparation utilization reports
  + Ensured timely delivery of analysis, reports, and dashboards for stakeholders across multiple geographies.
  + Developed reports and dashboards for the business, and to provide analysis.
  + Providing insights about the report and preparation of story board.
  + Perform testing, working closely to validate data accuracy.
  + Create and deliver varying levels of reporting training to end-users.
  + Provide daily, monthly, and quarterly reports and dashboards for senior management.
  + Excellent time management skills; project management skills.
  + Partner closely with HR PM to manage the reporting updates.
  + Provide HR functional expertise for system issues and resolution with HR users.
  + Partners with other HR and work force Reporting Analysts and Business Analysts to recommend process improvement strategies.
  + Analysis and creating report based on number of positions closed through external and internal fulfilments.
  + Recruiter based analysis.
  + Involved in designing the dashboards like LATAM dashboard, Director+ dashboard, quarterly attrition dashboard, Talent dashboard.

#### SQL : -

* + Developed the set of SQL scripts to prepare data in backend for 7+ dashboards without any manual intervention and will be published to the leaders, COO’s, and BU heads.
  + Creating a LATAM Headcount dashboard in Qlik sense reporting tool.
* Automation of LATAM Dashboard and simplified the dashboard reduced two days for man hour to one hour of man hour.
* Worked in Chatbot development of input type as FAQ and Query type under Peoplesoft.

## Wipro Technologies: -

Joined as a fresher and got trained in Oracle Peoplesoft domain. Worked in banking projects like CITI Bank and finance projects with ROSS, Bandai clients. Proficient in SQL query.

* + Involved in preparing insert scripts to insert data in 9.2 environment by mapping data from 8.0 environment.
  + Worked on Application Engine, Peoplecode and Oracle SQL Developer.
  + Worked on moving the custom SQR reports from 8.0 to 9.2 by creating the respective records, page and component, etc.
  + Involved in testing different scenarios in PO/AP conversion.
  + Involved in generating reports using BI Publisher reporting tool.
  + Developed an Application Engine Program.
  + Involved in designing PeopleSoft pages and Peoplecode for various validations.
  + Worked on BI Publisher reports and involved in testing on the same by changing the setup.
  + Worked on Peoplecode, Oracle SQL Developer and PS Query.
  + Preparing Test Design Document and Unit Test Case document for the moved custom SQR’s and queries and for the tested scenarios.
  + Had Better Exposure to eProcurement flow at PeopleSoft FSCM.
  + Involved in working IQN accrual team and developed the AE process to collect the Contractor TS information.
  + Involved in analyzing the transactions from AR to project costing for some of the analysis type like Write off credit, write off debit, create new credit.
  + Worked on transactional process flow for the fixed bid project from AR to project costing.
  + Analyzed the basic functionality of Discount concept in AP module.
  + Have knowledge in Campus Solution setups and have better exposure in Academic structure and Institutions, academic career, terms and sessions, student enrolment, admission and recruitment.

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| ***Educational & Personal Details*** | |
| [1] *Master of Business Administration* | *Passport Details* |
| Institution: Pondicherry University  University: Pondicherry University  Duration: 2014 – 2016  Core Module: Human Resource Management. | V3504085  Validity -21st October 2031. |
|  | *Personal Details* |
| [2] *Bachelor of Technology*  Institution: Manakula Vinayagar Institute of Technology  University: Pondicherry University  Duration: 2008 – 2012  Core Module: Electronics & Electrical Engineering. | Father’s Name: Rajendiran. R  Husband’s Name: Sundararajan. J  Date of Birth: 09 - 06 -1991  Marital Status: Married. |
| [3] *Higher Secondary*  Institution: ST. Joseph Higher Secondary State: Pondicherry  Duration: 2006-2008  Module: Computer Science | Languages known: - English, Tamil. |