Rashid Munir
SAP SF\HCM Senior Consultant

PROFILE

Process over 9 years of SAP Human Capital Management and Quality Management consulting and delivering sap solution to different industry.

PROFESSIONAL SKILLS:

SAP Consulting: *End to end implementation and support projects in SAP using Activate Methodology or client specific methodologies, good grasp of business processes, conducting and facilitating requirement gathering workshops, requirements mapping and tracking, solution design, unit, and integration testing, UAT, Production Support. SAP skill area includes HCM and Other Modules Integration.*

HCM Enterprise Structure: *Hands-on experience with* • Describe the concept of Client, Describe the Concept of Company code • Describe the Concept of Personnel Area • Describe the Concept of Personnel Sub Area • Assignment of Personnel Subarea to Personnel Area • Assignment of Personnel Area to Company Code.

Master Data: Describe the Employee Master Data • Demonstrate the concept of Info types • Concept of Sub Types of Info types • Maintenance of Master Data (Delimit, Copy, Create etc.)*.*

Personnel Structure: Concept of Employee Group • Concept of Employee Sub Group • Assignment of Employee Subgroup to Employee Group • Authorization Controls Based on Personnel Structure • Reports Extraction Based on Personnel Structure*.*

Organizational Management: Concept of Objects in Org Management • Creation of Org Chart • Creation of Person • Creation of Position • Creation of Job Description • Cost Distribution*.*

Personnel Administration: Concept of Personnel Actions • Hire to Retire Process • Execution of Hiring Action • Execution of Transfer Process • Execution of Organizational Reassignment • Execution of Leaving Or Retirement • Concept & Use of Features in SAP HCM • Concept of Full and Final Settlement*.*

Time Management: Shift Maintenance • Creation of Daily Work Schedule • Creation of Period Work Schedule • Creation of Work Schedule Rule • Different Type of Time Management Statuses (Positive/Negative) • Concept and Creation of Absence Quotas • Concept and Creation of Absence Types • Assignment of Absence Types to Quotas • Concept of Time Management Schema • Concept of Subschema & PCR in Time Management.

Payroll: Concept and Creation of Pay Scale Structure • Concept and Creation of Payroll Area • Concept Of Retro Active Accounting • Concept and Creation of Wage types • Types Of wage types • Indirect Valuation of Wage Types • Payroll Constants • Concept of Symbolic Accounts • Complete Execution of Payroll • Payroll Results Transfer to FI • Payroll Posting • Payroll Reversal • Concept of Payroll Schema • Concept of Subschema & PCR for Payroll.

Loan Management: Concept of Different Loan Types • Allocation of Loan to Employees • Loan Payment through Payroll • Loan Installment Repayment through Payroll • Complete Repayment of Loans.

Analytics & Reports: Master Data Report • Employee List • Flexible Employee Data • Wage Type Reporter • Query Report • Payment & Deduction Report.

Soft Skills: *Posses soft skills like Strong Work Ethic, Positive Attitude, Effective Communication, Team Player and Flexibility/Adaptability.*

Application Skills
- *SAP Business Object (BI Reports Designing)*
- *SAP Crystal Reports Designing*
- *SAP LSMW(Legacy System Migration Workbench)*

- *SAP Query Reports Designing*
- *Well versed in Ms Excel, Word, Power point, Visio & MS Project*

Certification
- SAP Global Certification Professional HCM in SAP S/4HANA for SAP ERP HCM Experts (SAP S/4HANA /ECC)
- SAP Global Certification Professional Success factors.

Experience :-

Oct 2022 - Present.
- **Senior SAP HCM Consultant – at ABACUS Consulting**
- Currently implementing SAP S/4 HANA at ASIA BOLT as a HCM Lead Consultant (UAE&KSA) which consist of five company codes,
  -Asia Bolt LLC
  -Fastener World International
  -Fastener World FZCO
  -Metal Fasteners Manufacturing
  -Fastener World International LLC
- **Worked as Senior HCM Consultant at Artistic Fabric Mills Ltd.**

Apr 2022 - Oct 2022
- **Deputy Manager – HCM (Qarshi Industries Ltd)**
- Worked as a Deputy Manager and successfully completed the end to end project of SAP S/4 HANA 2020 which consists of two company codes.
  1. -Qarshi Industries Ltd
  2. -Qarshi Hatter Industries Ltd

Oct 2021 - Apr 2022
- **SAP HCM Consultant – at IESCO ISLAMABAD**

Successfully completed the end to end project of SAP S/4 HANA 2020 at IESCO as HCM Consultant.

Nov 2021-NOV 2022

- **HCM TRAINER – DIGITAL TRANSFORMATION SOLUTION.**

Batch & Clients Training in SAP HCM.

Nov 2013 - Oct 2021
- **Asst. Manager SAP HCM at Sadaqat Textile Ltd.**
- Successfully completed the phases of Go-Live and post Go-Live support of the project of SAP ECC at Sadaqat Limited, Sadaqat Global, Khas store, as Assistant Manager HCM.

Projects:

- Qarshi Industries Ltd | Deputy Manager
- IESCO | HCM Consultant
- Sadaqat Limited | Assistant Manager

Education

QUALIFICATION	YEAR	INSTITUTE
(M.cs)Master of Computer Sciences	2017	GC University
Bachelors Of Commerce	2014	Punjab University
Intermediate Commerce	2012	Lahore Board
Matriculation (Science)	2008	Lahore Board
Computer Operator	2011	VTI