Barket Ali Zafar

Senior SAP HCM Consultant/Success factors
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Profile Summery

- Over 18.6 years of perfectly blended experience of E2E implementation life cycles, business process design and reengineering, support projects & Pre-Sales of HCM in various industry sectors specializing in SAP HR Implementation Projects like Oil & Gas, Telecom, Government sectors, Manufacturing, and Education sector.
- Well versed in implementation, improvement and support of HCM solutions keeping in view the industry best practices to produce high quality project deliverables. Experienced in the preparation and delivery of extensive training sessions and demos for the business users across the various HCM modules.
- Completed Seven E2E SAP Projects Implementation experience in SAP HR which includes activities like Project design, Mapping customer requirements as per scope of work (SOW), Blueprinting, Configuration, User training, Unit Testing, Test Scripting, UAT, Documentation, Data Conversions with Data Migration tool, Interfaces, Reports, Workflows, Cutover Planning, Training and Production Support.
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- Worked on Implementation Project PTCL/Ufone and involved in GPF implementation Project for both companies, also managed SAP HR Functional Upgrade Project for both Companies during upgrade Activities (ECC6-EHP8).
- Performed Quality Assurance Procedures for SAP HR on PIFRA Technical Upgrade Project Version (4.6C) to (ECC6- EHP6) and assure Quality procedures as per ASAP Methodology.
- Experience in Analyzing Business requirements for Design, Writing Specifications for Custom SAP development RICEFW (Reports, Interfaces, Conversions, Enhancements, HCM Process & Forms, Workflows) as per customer requirements and development same with the Coordination of ABAP Team.
- Experienced in Managing HCM Team, with business process analysis, gap analysis, design, configuration, Regression testing, data migration, system testing, Training and End user's support especially in SAP HR Implementation and upgrade project.
- Siemens Learning Center (SLC) is a state-of-the-art training premises, offering coveted SAP Academy Programs. As a SAP Instructor, I also involved as Training Instructor for SAP HCM ECC6.0_EHP5 Certification for 35th, 52th, 58th & 60th, Siemens SAP Academy.
- Expertise as Data Migration Consultant and also expertise in Legacy System Migration Workbench (LSMW).
- Expertise as Site Manger leading consultant teams and successfully implemented sap implementation, in 20 districts with core functionalities of data migration, Payroll, Go live & Support phase, and also designed Authorization matrix and roles for respective sites.
- Quick learner, with an ability to design and employ new ideas, concepts and methods, consistently keeping current with new technologies, love to teach and mentoring team members.
- Outstanding ability in research, analytical, organizational and problem solving capabilities and involved in continuous improvement procedures in Implementation Projects.
- Involved in SAP HCM Pre Sales and Business Development Activities including technical proposal writing, filling compliances Implementation Pricing, Prepare and deliver dozens of SAP HCM Solution presentations to interested Clients.
- Attended Success Factor Training sessions from Kathy Small (USA) on Provisioning, Sales demo, Implementation Methodology, Jam, Admin Navigation and Admin Privileges, Customizing the Instance, Employee Data, Communication, Security, Permissioning, Employee Data Files, Route Maps and Rating Scales, pick lists, Role Based Permissions.

Role: Team Lead SAP HCM/Success factors at **SASREF**, (AL-Jubail), Kingdom of Saudi Arabia.
Duration: September 01th Feb 2022 –till Date
Currently working at Saudi Aramco Jubail Refinery Company (AL-Jubail), Kingdom of Saudi Arabia. I am responsible for Managing onsite support/Implementation Changes for following Core Modules.

- Personnel Administration
- Organizational Management
- Time Management
- Payroll
- SAP Fiori
- SAP SF EC
- SAP SF RCM/RMK
- SAP SF LMS
- SAP SF PMGM

Role: Senior SAP HCM Consultant at **WIPRO ARABIA LTD**, Kingdom of Saudi Arabia.
Duration: September 01th 2021 –31th Jan,2022
Worked at SADARA Corporate Application Project (AL-Jubail), Kingdom of Saudi Arabia. I am responsible for onsite support/Implementation Changes for following Core Modules.

- Personnel Administration
- Organizational Management
- Time Management
- Payroll
- Personnel Development
- Training and Event Management
- Travel Management
- Employee Self Service
- Manager Self Service
- Compensation Management

Moreover, major enhancements, workflows implementations and Online Applications are developed with the help of Development & Portal Team to ensure timely approval of strategic decision.
Following is the details of Implemented Business Processes.

- UDrive Process Automation Functionality is developed with complete entire Approval Cycle.
- UDrive Vehicle Checkout & Check in Process Automation through ESS.
- Automation Forms and processing through WF Approval.
- Automated Notifications and mail generation to employee at each level.
- Acknowledgement of Employee through ESS.
- UDrive Process Automation Report
- Amaan Loan (Thrift Policy) process Automation and approval through Workflow.
- Amaan Loan (Thrift Policy) new Loan types and withdrawals processing through ESS.
- Payroll Schema changes to entertained Thrift Balance impact on Employee Balances.
- Design new Process of Complete Repayment(Liquidation) of Loans through ESS & WF Approval.
- Design new Process of Special Repayment (Thrift no update), updation of multiple info types& process through Payroll.
- Auto Cancellation of Loan via Program if Employee Account is idle for six months toward thrift Balance Contributions.
- Self-Isolation Leave Workflow Changes and designed Approval matrix to entertain each Business Lines for approval.
- Design Changes, Time keeper may maintain self-isolation Leave for Reporting Employee on behalf of Manager Roles.
- Creation of Substitute Role for Manager and Employee to maintain Self Isolation Leave.
- End of Service Workflow Changes if Employee Separation Action is run, he can't access payment applications via ESS.
- End of Service Program Changes for Separation Employee in case of pro-rated Calculations for Final Settlement.
- After EOS Workflow Completed, Employee Access is blocked automatically from Communication infotye & ESS.

الشركة الكويتية لنفط الخليج (ش.م.ك)
KUWAIT GULF OIL COMPANY (K.S.C.)

أرامكو لأعمال الخليج
Aramco Gulf Operations

Role: Senior SAP HCM Consultant at Kuwait Gulf Oil Company (AL-Khafji Joint Operation) Kingdom of Saudi Arabia.
Duration: Dec 02th 2018 – Aug 31th 2021

Worked, Kuwait Gulf Oil Company (AL-Khafji Joint Operation-KJO) a project of **Aramco Gulf Operations**, Kingdom of Saudi Arabia. I am responsible for onsite support/Implementation Changes for following Core Modules.

- Personnel Administration
- Organizational Management /Workflow Administration as Per OM Hierarchical Structure
- Time Management/Absences Workflow
- Payroll /Cross Company Code Posting Implementation
- Personnel Development
- Training and Event Management
- Travel Management/Business Trips Workflow
- Employee Self Service/Online Applications
- Manager Self Service/Leave Approval Workflow
- Compensation Management

Moreover, major enhancements are made in Payroll and Posting Operations. Following are the detailed of the business Processes covered to smooth Payroll and Posting Operations. Also new workflows & Online Application are developed with the help of SAP Portal & Development Team to ensure timely approval of strategic decision in case of Absence, Business Trips and Termination clearance of Employee.

 Following are the details of Implemented Business Processes.

- Payroll Implementation of Child Company (AGOC-Aramco Gulf Oil Company)
- SAP Global Change implementation for Posting to entertained Cross Company Code Payments.
- SAP Global Change Implementation for GOSI Changes in Payroll Program (RPCALCX0)
- Payroll Program Changes to entertained Wage Payments as per Hijri Date Service Year Entitlements.
- Covid-19 Overtime Configuration Changes in Payroll Schema
- Annual Leave Payout/Leave Encashment Configuration Changes in Payroll Schema
- Off cycle Payroll and Schema Configuration to entertained spontaneous Payments.
- Business Trip Workflow Development with Detailed Approval Level as per OM Hierarchical Structure.
- Absence/Leave Workflow Development with Detailed Approval Level as per OM Hierarchical Structure.
- Termination Workflow Development with Detailed Approval Level as per Clearance policy of Departments.
- ESS Online Application Development for Housing Application and approved through Workflow Process.
- ESS online House Loan Application and Approval of Workflow as per Pre-define Policy.
- ESS online Absence/Leave Workflow development and approval made through Chief Position/ Department Head.
- Mass Level Approval Workflow Development for Overtime by CAT2 and Time Recording maintained by Time Administrator.
- Development of Manpower Statistical Report with Headcounts and Chief Positions.
- Payroll Payments and DME Reports Development according to entire company code selection Criteria.
- Regular and Off Cycle Wage Payments and
- Payroll troubleshooting and ensure Quality Assurance in Payroll Payments & Deductions.
- Payroll Posting troubleshooting and Managing Cross Company Code Payments & Reconciliation
- Management information System (MIS)
- SAP Authorization Matrix and Authorization is segmented according to entire three Company Codes read & Access strategy.

- **AGOC Payroll Implementation Project for Child company E2E Life Cycle Completion for core module implementation.**

    o   Personnel Administration
    o   Organizational Management
    o   Time Management
    o   Payroll
    o   Authorization Matrix finalization for BPO, s as per Business Process Function Executions

Role: Senior Consultant SAP HCM at IBL Unisys at **PTCL/Ufone SAP Upgrade Project** Islamabad Pakistan
Duration: September 05th 2017 –Nov 23th 2018

Worked, PTCL/Ufone
 Technical/Functional Upgrade project (ECC6-EHP8), During my stay at Project I Performed Quality Assurance Procedures for SAP HR as per ASAP Methodology and Perform all the upgrade activities on a sandbox with the production copy. All the actions, artifacts, procedures, SAP notes, test scenarios are to be tested with due Care and imported in Production Server to avoid Risks. I was responsible for onsite support for following Core Modules.

•   Personnel Administration
•   Organizational Management
•   Time Management
•   Payroll
•   Personnel Development
•   Training and Event Management
•   Travel Management
•   Compensation Management
•   Medical Services
•   Employee Self Service
•   Manager Self Service

Moreover, I was also responsible for Provident Fund implementation for both Companies PTCL/UFONE and implement inter Company Code Procedures for Parent and EPF Company. Following are the business Processes covered while implementation of Employee Provident Fund Functionality.

•   Auto Updation of Members Accounts (Employee and Employer) Contributions
•   Automation and Compiling of Provident Fund Ledger with all legal entity Payments.
•   Disbursement of Loans and its impact on Provident Fund Balances.
•   Workflow Development and Approvals of Loans via assigned workflow Levels
•   Implementation of Off Cycle Payroll and Disbursement of Provident Fund Loan through off cycle
•   Auto Calculation of Installments for Refundable Loans and special Repayment scenarios for Loans.
•   Automation of Permanent withdraws/Non-Refundable Loans and its impact on PF Ledger
•   Auto Updation of Zakat Amount on Permanent withdrawal and its impact on PF Ledger.
•   Auto Updation of Insurance Premium Loan and its impact on PF Ledger.
•   Auto Updation of Profit annually as per Decisive Rate and its impact on PF Ledger
•   Automation of Final Settlement for Outgoing members.
•   Management information System (MIS)

Role: Senior Consultant SAP HCM (Free Lance)
Duration: June 2016 – July2017.
Involved in SAP HCM support Projects in multi domain industries and provided online support for below mentioned modules:

•   Personnel Administration
•   Organizational Management
•   Time Management
•   Payroll
•   Personnel Development
•   Training and Event Management
•   Travel Management
•   Compensation Management
•   Medical Services
•   Employee Self Service
•   Manager Self Service

SIEMENS Learning Center (SLC), Islamabad

Siemens Learning Center (SLC) is a state-of-the-art training premises, offering coveted SAP Academy Programs. I have also involved as Training Instructor for SAP HCM ECC6.0_EHP5 Certification. Following SAP Manuals has been covered:

- **THR10:** is a SAP delivered course which participants have to go through as part of the certification program of SAP HCM. This manual covers the broader area of HR Master Data, Time Management and Reporting.
- **THR12:** is also a SAP delivered course which is part of the certification program. This course is for orientation to Payroll basics and advanced payroll functionality including schemas, rules, operations and valuations. The course also focuses on Organizational Management and its functionality in detail:
- **SOLMAN:** This is the online virtual course about SAP Orientation and SAP Navigation system, the user is guided as per SAP Curriculum.

The following is the details for SAP Academies conducted as Per SAP Education Curriculum

Company Name	SAP Application Academy	Duration	Curriculum
SIEMENS Siemens Learning Center	35th SAP Application Academy (SAP ERP6.0)	October 19th,2009 – Nov20th, 2009	THR10,THR12,SOLMAN
SIEMENS Siemens Learning Center	52th SAP Application Academy (SAP ERP6.0_EHP4)	March4th,2013 – March29th,2013	THR10,THR12,SOLMAN
SIEMENS Siemens Learning Center	58th SAP Application Academy (SAP ERP6.0_EHP5)	March 31th,2014 – April 25th,2014	THR10,THR12,SOLMAN
SIEMENS Siemens Learning Center	60th SAP Application Academy (SAP ERP6.0_EHP5)	October 20th,2014 – Nov14th, 2014	THR10,THR12,SOLMAN

Education and Trainings

- SAP Global Certification - SAP Activate Project Manager
- SAP Global Certification-SAP HCM-ERP6.0-EHP7
- SAP Global Certification - SAP Success Factors Employee Central
- SAP Global Certification - SAP SuccessFactors Performance and Goal Management
- 35th SAP HCM Application Academy Instructor (ERP6.0)
- 52th SAP HCM Application Academy Instructor (ERP6.0-EHP4)
- 58th SAP HCM Application Academy Instructor (ERP6.0-EHP5)
- 60th SAP HCM Application Academy Instructor (ERP6.0-EHP5)
- Master of Business Administration (HRM) from PIMSAT, Pakistan
- MS (Economics) from University of Punjab, Pakistan

Organizational Experience

Pakistan Telecommunication Company Limited, Pakistan

Pak Telecom Mobile Limited, Pakistan

Kuwait Gulf Oil Company (AL-Khafji Joint Operation) Saudi Aramco Kingdom of Saudi Arabia

SEP 2017 - NOV 2018	SEP2017 - NOV 2018	DEC 2018 - Till Date
• Senior SAP HCM Consultant	• Senior SAP HCM Consultant	• SAP Functional Consultant HCM

ExD (Waste Collection & Recycling Co. Ltd. Project Jeddah, (KSA)

ExD (Middle East Paper Co Ltd. Project Jeddah, (KSA)

ExD (The University of Lahore, Project (Pakistan)

ExD (Punjab Beverages Subsidiary Pepsi Cola Ltd (Support), Pakistan

ExD (Muslim Commercial Bank Ltd (Support) Pakistan

Dec 2015 - May 2016	Dec 2015 - May 2016	Dec2014 - Dec-2015	Dec 2014 - Dec-2015	Nov 2015 - Dec-2015
• Team Lead HCM/Sr SAP HCM Consultant	• Team Lead HCM/Sr SAP HCM Consultant	• Senior SAP HCM Consultant	• Senior SAP HCM Consultant (Support Activites)	• Senior SAP HCM Consultant (Support Activites)

Siemens PIFRA Technical Upgrade SAP R/3 (4.6c) to ECC6 EHP6, Project Pakistan

Siemens PIFRA Auditor General of Pakistan, Project,

Siemens Mari Petroleum Company Limited (MPCL), Project, Pakistan

Auditor General of Pakistan (Legacy) SAP Data Migration Project, Pakistan

Siemens Learning Center (SLC), Islamabad, Pakistan

July 2013 - Dec 29th,2014	Feb-2006 –June2010 Oct-2010-June 2013	July 2010 - September 2010	Nov 2003 - Jan-2006	OCT 2009 -Nov2009 Mar 2013 -MAR 2013 Mar 2014 -April 2014 OCT 2014- NOV 2014
• Senior SAP HCM Consultant /Quality Assurance Manager HCM	• SAP HCM Lead Consultant /Site Manager	• Senior SAP HCM Consultant	• Assistan Functional Specialist/SAP Data Migration Consultant	• SAP HCM Academy Instructor (SAP ERP6.0)
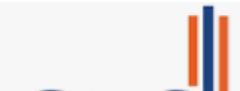
Projects Experience		
Project	**Company/Duration**	**Role**
Waste Collection & Recycling Co. Ltd.	Dec, 2015- May 2016 KSA-Jeddah Excellence Delivered (SAP Partner)	Implementation of SAP KSA localization Solution Country Specific. I involved in Baseline configuration throughout the implementation & managing following Core Modules: • Organizational Management • Personnel Administration • Time Management • Payroll (Saudi Localization) • Recruitment • Custom Reports Development (RICEFW)
Middle East Paper Co Ltd.	Dec, 2015- May 2016 KSA-Jeddah Excellence Delivered (SAP Partner)	SAP KSA localization Solution Country Specific implemented. I was responsible for onsite support for following Core Modules. • Organizational Management • Personnel Administration • Time Management • Payroll (Saudi Localization) • Custom Reports Development (RICEFW)
The University of Lahore ,Pakistan	Dec 2014 – Dec 2015 Lahore-Pakistan Excellence Delivered (SAP Partner)	I involved in all phases as per ASAP Methodology from, Project Preparation, Business Blueprinting, Realization /, Final Preparation / Testing and Implementation / Go-Live of various HR modules, following modules has been implemented. • Organizational Management • Personnel Administration • Time Management • Payroll International • Reports (RICEFW) Also gather requirements for below mentioned strategic modules and prepared Business Blueprint demonstrate to client and signed. • Personnel Development • Training and Event Management • Travel Management • Position Budgeting/Personnel Cost Planning • E-Recruitment • ESS/MSS
Punjab Beverages Subsidiary Pepsi Cola Ltd (Support),Pakistan	Dec 2014 – Dec 2015 Lahore-Pakistan Excellence Delivered (SAP Partner)	Involved in SAP HCM support Project and provided online support for below mentioned modules: • Organizational Management • Personnel Administration • Time Management • Payroll International • Reports
Muslim Commercial Bank Ltd (Support) Pakistan	Nov 2015–Dec 2015 Lahore-Pakistan Excellence Delivered (SAP Partner)	Involved in SAP HCM support Project and provided online support for below mentioned modules. • Organizational Management • Personnel Administration • Deletion of Organizational Management module data from Production Copy and prepared server for new Organizational Management Configuration s for new Subsidiary (MCB Islamic Bank). • Scrambling HCM Master Data • SAP Training to the User on all Possible Modifications, Risk Factor Remedial measure and System Comparison.

Project	Company/Duration	Role
SIEMENS **Siemens PIFRA(Project to Improve Financial Reporting and Auditing) Technical Upgrade SAP R/3 (4.6c)Version to (ECC6-EHP6)Version**	July 2013–Dec 2014 Islamabad-Pakistan Siemens Pakistan (SAP Partner)	Working in conjunction with Pakistan Government, Siemens consulting and PWC consulting for the PIFRA Project. The project is Public Sector implementation financed by World Bank. PIFRA Technical Upgrade Project is updating of existing (4.6C) Version of SAP to (ECC6-EHP6) Version. The Upgrade Project comprises of upgrading Development Server, Quality Server and 12 Production Servers. During my stay I was responsible for the following activities: • Performed Quality Assurance Procedures for SAP HR as per ASAP Methodology. • Facilitating the project management in Implementing ASAP Methodology. • Identification and assessment of Project Risk Factors. • Manage the team functions and design cut-Over strategy. • Preparation of Project Plan, Charter, and Management Check List. • Project Communication Matrix and Critical evaluation of team members. • SAP HCM internal control checklist regarding customization and transport synchronization pre-upgrade and post upgrade strategy. • Updating of SAP HCM manuals as per new version of SAP ECC6 EHP6. • HCM Business Processes Authorization matrix preparation. • Devising Training plan on new version of SAP ECC6 EHP6. • Responsible for regression Testing for all servers and ensure all functionalities as exist before upgrade.
SIEMENS **PIFRA** Project to Improve Financial Reporting and Auditing **Siemens PIFRA (Auditor General of Pakistan) Project**	(Feb,2006 – June,2010) (Oct,2010-June,2013) Siemens Pakistan (SAP Partner)	Project to Improve Financial Reporting and Auditing (PIFRA) is a World Bank funded project, working in conjunction with Pakistan Government, (Ministry of Finance), Siemen's consulting and PWC consulting. Pakistan Government is under taking a project that will improve all Aspects of their financial requirements including managing their Human Resources. Total number of employees exceeds 2.5 million across 4 provincial, one federal government, AJK Government and Gilgit Baltistan Government encompassing (127 sites). The scope of this project is to implement the Payroll policies, General provident policies, pension policies, Staff expenses and the overall financial Management of Government of Pakistan. During this project I was involved in all phases including Project design, Mapping customer requirements as per scope of work (SOW), Blueprinting, Configuration, User training, Unit Testing, Test Scripting, UAT, Documentation, Data Conversions with Data Migration tool, Interfaces, Reports, Workflows, Go-Live and Post GO-Live activities. The following core modules have been implemented. • Organizational Management • Personnel Administration • Time Management • Payroll international The following custom modules have been implemented. • Pension/Gratuity • Income Tax customization as per Federal Board of Revenue Rules, designing custom Rules, Rebate, exemption etc. • General Provident Fund • Staff Expenses • Custom Reports Development (RICEFW)

Project	Company/Duration	Role
SIEMENS **MPCL** **Mari Petroleum Company Limited(MPCL), Pakistan**	July 2010 - Sep 2010 Islamabad-Pakistan Siemens Pakistan (SAP Partner)	Mari Gas Company Limited is one of the largest oil & gas exploration and production companies in South-East Asia. It is registered as a public limited company, Part of SAP HCM implementation in SAP ECC6 from Project Preparation to Go Live Phase. My contribution and responsibilities are: • Configuration of Time Management, Absences Quota, Daily Work schedules, holiday calendar etc. • Customized Quota type, counting rules, rounding rules, Quota deduction rules and compensation for time management quota and overtime. • Generated absence quotas for all the employees by report RPTIME00 • Upload time Data via CATS and rectification data after upload. • Configuration of organizational Management Module. • Data Migration Strategy Development and designed functional specification documents for upload programs. • Data Migration Automated Tools Development and co-ordinate with ABAP team about upload strategy, imparted data to meet sap standard, pre upload data verification and comparison with legacy code and rectification with data conversion functionality. • Execution of Uploads for Organizational units, position and jobs as per configured hierarchy and • Pre upload data verification to upload data in Quality Server. • Upload Data in Quality Server and Production server consecutively. • Configuration of gap analysis (maintenance of codes, income tax rebate table and all other table integrate with upload proceeding. • Upload Data in Production Server and make productive functionality possible for payroll proceeding. • Data Maintenance, monetary and non-monetary changes with month backlog changes. • Payroll execution, payroll reconciliation and execution of payroll reports.
SIEMENS **Siemens Auditor General of Pakistan (Legacy) SAP Data Migration Project, Pakistan**	Nov 2003 - Jan 2006 Islamabad-Pakistan Siemens Pakistan (SAP Partner)	Working in conjunction with Auditor General Pakistan Revenue AGPR with Pakistan Government, Siemens consulting and PWC consulting. The job responsibility includes the Implementation of SAP HR at Pilot Sites, Rollout Site, and Replication Sites. I was engaged as Functional Consultant (SAP-HR), Data Migration Consultant The job responsibility includes: • Devise Data Migration Strategy and automated tools development for data migration. • Ensure the reliability of data and perform Data Migration Activity for electronic and manual sites. • Data Migration from Non SAP (R/3) System to SAP (R/3) System. • Understanding the current business processes, mapping them into SAP and performing gap analysis. • Execution of Conversion programs, imparted data to meet sap standard, pre upload data verification and comparison with legacy code and rectification with data conversion functionality. • Pre upload data verification to upload data in Quality Server. • Upload Data in Quality Server after verification and rectification. • Rectification of errors in Quality server and configuration of gap analysis (maintenance of codes, zwtdefault, income tax rebate table and all other table integrate with upload proceeding. • Control record maintenance and pre-requisites for upload data in production server. • Upload Data in Production Server and make productive functionality possible for payroll proceeding.

Project	Company/Duration	Role
		• Data Maintenance, monetary and non-monetary changes with month backlog changes.
		• Payroll execution, payroll reconciliation and execution of payroll reports.
		• Execution of posting to G/L Accounts simulation and rectification before actual run.
		• Posting the HR payments into FI module.
		• Finance & HR module reports Reconciliation.
		• Hands on with the ABAP Query Program and development of reports as per client requirements.
		• Analyzed and deployed partial re-engineering of GPF Module which involved redefining process, programs and reports also devise development strategy for GPF Final Settlement Process
		• Actively involved in the re-development of income tax module. Ensuring the consistency, and reliability of income tax calculations currently dig out different scenarios for improvement of tax module and ensured that they are catered in the system.
		• Development of income Tax Reports as per decisive rules of Federal Board of Revenue (FBR).
		• Development of new functionality for "Staff Expenses" employees Travel advance & Medical Bills are catered through this functionality.
		• Staff Expenses Report development via SAP Query tool as per client requirements,
		• Successfully lead a team of 5 functional specialists to make the sites productive, automated data migration, payroll, General provident fund, and pension and tax processes through SAP human resource module.
		• Conducting workshops for end users and taking active part in gathering and analysis of user requirements, further to these providing reliable solutions.
		• Devised training plans and strategies for delivering End User Training. Imparted human resource module training to master trainers (accounts officers) of Government of Pakistan.
		• Developing End User Training Material especially for end user functionality pertaining client's requirements,
		• Supervising clients' end user functionality and changes of the month backlogs.
		• As part of quality standards, I have carried out Operational Acceptance Tests (OAT) of business processes conducted by the supervisory consulting firm PWC during go-live phase of the project.
		• Up till now I have contributed in 20 sites got productive successfully, heading sites of high magnitude executed all proceeding relevant procedural approach and to complement task with effective strategy utilizing professional capabilities. Each pilot site considered as independent project having site-specific requirements.

Soft Skills

- Change Management
- Written & Verbal Communication
- Analytical Thinking
- Decision Making
- Team Management
- Leadership

- Stakeholder Management
- Adaptable & Flexible
- Self-Motivation
- Time Management
- Mentor SAP Beginners

SAP HCM Experience/Core Areas Skills

- Requirement Analysis
- Business Process Design
- Project Management
- Training Delivery
- Quality Assurance
- Organization Management
- Personnel Administration
- Time Management
- Payroll International
- Payroll (HCM Localization for KSA)
- Training and event management
- Personnel Development
- Travel Management
- Compensation Management

- Provident Fund
- Medical Services
- Pension/Gratuity
- Income Tax
- HCM Process and Forms
- Cats
- Data Migration /LSMW
- SAP HCM Authorization
- Human Resource Information System(HRIS)/Adhoc Query Reports development& (RICEFW)
- ESS/MSS
- Success factors

Personal Information

- Date of Birth: 06-06-1977
- Nationality Pakistani
- Marital status Married
- Resident Status IQAMA Holder Family Status (Saudi Arabia)
- Driving License Holding Valid Driving License (Saudi Arabia)
- Medical Status Holding BUPA A Plus with Family Medical Services