

GURRAPU MAHESH

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 Hyderabad, India

Objective:

Workday Pro Core HCM certified professional with a solid foundation in Workday implementation, configuration, and testing processes. Skilled in analyzing business requirements, supporting system optimization, and collaborating with cross-functional teams to deliver effective HCM solutions. Seeking a role as a Workday Analyst or Consultant to contribute to innovative HR transformation projects, apply best practices, and grow within a dynamic, forward-thinking organization.

Summary:

- Workday HCM Certified Analyst with 7 years of total professional experience, including over 2 years of expertise in Workday HCM implementation and testing.
- Proficient in manual testing and Kainos Smart Automation across various Workday deployment projects.
- Involved in end-to-end Bi-yearly release testing, ensuring smooth system updates and functionality.
- Hands-on experience configuring Supervisory Organizations, Compensation structures, Business Processes, and Security Groups.
- Skilled in creating and modifying calculated fields, EIB integrations, and custom reports.
- Experience working on Job Profiles, Job Families, and Staffing Models, including position management.
- Strong understanding of Workday Security including domain policies, role/user assignments, and job/user-based security.
- Knowledgeable in integration testing with EIB, Core Connectors, and report-based integrations.
- Proficient in Workday HCM modules: Core HR, Compensation, Absence, Benefits, Talent, and Performance Management.
- 4+ years of prior experience in marketing, sales, and product support within the banking sector.
- Skilled in creating test plans, test cases, and managing defects using JIRA and ticketing tool fresh service.
- Exceptional communication and interpersonal skills; capable of working independently or collaboratively.
- Committed to staying updated with Workday enhancements and best practices through continuous learning.
- Focused on optimizing operational efficiency and leveraging Workday capabilities to enhance user experience.

Experience:

Workday Support Administrator

Mighty Hive India Pvt Ltd (Monks) | Oct 2024 – Present

Responsibilities:

- Assisted in the implementation and optimization of Workday HCM modules by analyzing existing HR processes and suggesting improvements aligned with best practices.
- Acted as a first-level point of contact for Workday-related queries, helping manage ticketing queues and troubleshoot user issues.
- Supported the configuration and maintenance of modules including Core HCM, Talent Management, Compensation, and Absence.
- Collaborated with HR, Payroll, and Finance teams to understand functional needs and recommend workflow enhancements within Workday.
- Participated in cross-functional initiatives to address system challenges and supported adherence to governance and compliance requirements.
- Gained hands-on experience in Workday functionalities and contributed to developing scalable, organization-specific solutions.
- Assisted in delivering training sessions and onboarding activities for new users, ensuring smooth adoption of Workday tools.
- Maintained clear communication with stakeholders, providing timely updates on ongoing projects and assisting in risk identification.
- Supported the testing and deployment phases of Workday projects, contributing to successful change management and transition efforts.
- Helped develop and update documentation and training materials, contributing to a structured Workday knowledge base.

Workday QA Engineer

Kainos Software Technologies Pvt Ltd | Oct 2023 – Oct 2024

Responsibilities:

- Collaborated with project stakeholders to define testing objectives, scope, and timelines, ensuring alignment with business goals.
- Developed comprehensive testing plans for projects, resulting in the timely and effective implementation of changes and alignment with the overall testing strategy.
- Executed and managed testing efforts, tracking and reporting test problems, outcomes, status, and statistics for all testing initiatives.

- Demonstrated expertise in Workday Functional testing, Workday Integration & Security testing, and Regression testing, ensuring rigorous quality checks across all dimensions of the application.
- Conducted requirement analysis, testing planning, test effort estimation, test designing, test execution, defect management, and test reporting, ensuring all project milestones were consistently met.
- Ensured data accuracy, completeness, and integrity in staging areas for testing purposes, reducing data related defects by 20%.
- Developed scripts to automate data staging processes, enhancing efficiency.
- Collaborated with all process leads on project enhancements and changes to current business processes, ensuring seamless integration of testing processes with business functions.
- Executed test cases according to the defined test plans and scenarios, maintaining a 98% accuracy rate in the testing process.
- Documented test results, defects, and observations in detail, adhering to established reporting standards, ensuring clarity and traceability of all reported issues.
- Collaborated with developers, functional analysts, and stakeholders to investigate and resolve defects in a timely manner, resulting in a 30% reduction in defect resolution time.
- Conducted thorough regression testing to ensure defects were successfully addressed and did not reoccur, resulting in a more stable and reliable application environment.
- Experienced in testing workday HCM, Workday Absence, Workday Integration and Security modules.

Workday Quality Analyst

Rapid IT Cludbera Pvt Ltd (Acquired by Kainos) | May 2023 – Oct 2023

Responsibilities:

- Coordinated with project stakeholders to establish clear testing objectives, scope, and timelines on workday testing modules.
- Formulated comprehensive test plans, scenarios and cases aligned with business needs and functional specifications.
- Ensured the accuracy, completeness, and integrity of data in staging areas for testing purposes.
- Automated data staging processes through the development of efficient scripts, leading to a significant reduction in data refresh time for testing cycles.
- Implemented the execution of test cases as per defined plans and scenarios, ensuring thorough testing coverage.
- Maintained detailed documentation of test results, defects, and observations, adhering to rigorous reporting standards.
- Collaborated effectively with Workday developers, functional analysts, and stakeholders to expedite defect investigation and resolution.

- Conducted rigorous regression testing, ensuring the successful resolution of defects and preventing their recurrence.
- Experienced in testing workday HCM, Workday Absence, Workday Integration and Security modules.

Manager in Bajaj Finance Ltd

Oct 2018 - Mar 2022, Sep 2022 – Feb 2023

Responsibilities:

- Lead and manage a team of PL and FD professionals, providing guidance, support, and fostering a positive work environment.
- Develop strategies and plans for PL and FD products, considering market trends, customer needs, and organizational objectives.
- Drive sales and business growth through effective sales strategies, target setting, and performance monitoring. Provide high-quality customer service, resolving inquiries and complaints, and implementing customer-centric initiatives.
- Conduct team training and development activities to enhance skills and nurture talent.
- Collaborated with internal stakeholders to align PL and FD operations with organizational goals and policies.

Education:

- MBA from Rabindranath Tagore University (2021 - 2023)
- B.sc from William Carey University (2010 – 2013)

Technical Skills

- Workday: Core HCM, Testing, Integration, Security, Reports
- Testing Tools: Kainos Smart, Manual Testing, Regression Testing
- Other Tools: JIRA, Fresh service
- Soft Skills: Communication, Stakeholder Collaboration, Problem Solving