

# Rushikesh P

**Workday Techno-Functional Consultant |**

**5+ Years in HCM, Integrations, Reporting, Time Tracking & Absence**

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## Professional Summary

- Experienced Workday Techno-Functional Consultant with over **5 years of hands-on expertise** in Core HCM, Integrations, Reporting, and Post-Go-Live Support.
- Strong knowledge of **Time Tracking, Absence Management, Compensation, and Business Process configuration** across large enterprise environments.
- Proficient in building **EIB (Inbound/Outbound), Core Connectors, and Workday Studio integrations**, including Document Transformation and Web Services.
- Expertise in **Report Writer, Advanced & Composite Reports, and Calculated Fields** using complex logic such as IF/ELSE, Evaluate Expression, and Substring.
- In-depth experience with **Workday Security**, including Segment-Based, Role/User/Job-Based, and Domain Security Policies.
- Delivered successful projects for top-tier clients like **Mastercard, GE Aviation, Blue Cross Blue Shield, and Precision Castparts Corp.**
- Experienced in configuring Time Entry Codes, Absence Plans, Time Calculations, and eligibility/validation rules to meet compliance needs.
- Strong background in **Production Support, Issue Resolution, UAT coordination, and cutover planning** across global implementations.
- Well-versed in **Agile methodology**, managing change requests, JIRA ticketing, and documenting design/config specs.
- Excellent communicator and team player with proven ability to collaborate with cross-functional global teams and business stakeholders.
- Implemented and maintained **time tracking systems** to monitor project progress, employee productivity, and resource allocation.
- Developed and maintained **custom reports and dashboards** for time entry, overtime, and compliance monitoring.

## Skills

- Workday HCM Modules: Core HCM, Absence, Time Tracking, Benefits, Recruiting, Security.
- Reporting: Report Writer, Calculated Fields, Advanced and Composite Reports, Dashboards.
- Technical Expertise: XML, XSLT, Web Services, SQL, and data mapping.
- Integrations: Workday Studio, EIB, Core Connectors, Document Transformation, Payroll Connectors.
- Business Processes: Hire, Change Job, Termination, Job Requisition, Alerts, Notifications.
- Tools: JIRA, ServiceNow, Agile methodologies.

- Soft Skills: Stakeholder communication, problem-solving, and documentation.
- Integration development
- User training,
- Requirements gathering

## Work History

**Workday Consultant** Sep 2022 - Jan 2025  
Tech Mahindra Hyderabad, India

- Collaborated with cross-functional teams to develop solutions for complex business challenges using Workday tools.
- Supported successful audits with accurate documentation of project milestones, risks, and change requests.
- Participated in requirement gathering sessions to ensure alignment between client needs and system configuration options within the Workday platform.
- Reduced data entry errors by automating workflows and streamlining data management within the Workday platform.
- Managed multiple projects simultaneously while adhering to strict deadlines and maintaining high-quality deliverables in a fast-paced environment.
- Developed comprehensive test plans for clients during various phases of implementation, enabling seamless integration with existing systems.

## Work History

**Tech Mahindra**  
Chennai, India | Sep-2022 – Jan-2025

**I Global Consulting**  
Bengaluru, India | Jan-2021 – Sep-2022

Fortune 9 Projects  
Hyderabad, India | Jan-2016 – Dec-2020

## Projects

### Project #4: Time Tracking & Absence Implementation and Support

**Client:** Blue Cross Blue Shield

**Role:** Workday Techno-Functional Consultant

**Duration:** July 2022 – January 2024

**Environment:** Workday Time Tracking, Absence, Core HCM

**Tools & Technologies:** Workday Studio, EIB, Core Connectors, Calculated Fields, Report writer

#### Responsibilities:

- Implemented and configured Time Tracking and Absence Management modules including Time Entry Codes, Time Calculations, Time Block Rules, and Absence Plans.
- Developed inbound and outbound EIBs for time and leave-related data exchange with third-party payroll systems.

- Built and tested Core Connector Worker integrations with absence/time off eligibility rules and leave accrual calculations.
- Created Advanced Reports and Calculated Fields to track absenteeism trends, overtime reports, and time compliance audits.
- Configured and optimized business processes such as Request Time Off, Correct Time Off, Enter Time, and Request Leave of Absence.
- Managed security setup including Segment-Based, Job-Based, and Intersection security groups for Absence and Time Tracking.
- Participated in UAT testing, prepared documentation, and provided end-user training to global HR teams.
- Delivered ongoing post-implementation support, resolving time and leave-related integration and reporting issues.

### **Project #3: Global HCM Reporting & Integration Enhancements**

**Client:** *FinEdge Technologies Pvt Ltd (Financial Services Sector)*

**Role:** Workday Consultant

**Duration:** Sep 2022 – July 2022

**Environment:** Workday HCM, Reporting & Security

**Tools & Technologies:** Workday Studio, Core Connectors, EIB, Report Writer, Calculated Fields

#### **Responsibilities:**

- Gathered business requirements to design Composite, Advanced, and Matrix reports with dynamic filtering and real-time analytics.
- Created complex Calculated Fields using Evaluate Expression, Substring, Lookup Related Value, and IF/ELSE logic.
- Developed secure dashboards and analytics worklets by configuring prompt sets and data source security.
- Designed integration error reports and reconciliation dashboards using Advanced Reporting and Custom Data Sources.
- Monitored and maintained scheduled report executions, resolved delivery failures using notification alerts and integration logs.
- Configured security for reporting objects, ensuring correct data visibility using Domain Security Policies.
- Provided support for integration testing, cutover preparation, and production deployment of reporting changes.
- Documented reporting architecture and delivered knowledge transfer sessions to client-side reporting teams.

### **Project #2: Workday Enhancements & Global Support**

**Client:** *NovaTech Industrial Components Ltd*

**Role:** Workday Consultant

**Duration:** July 2021 – Sep 2022

**Environment:** Workday Core HCM, Compensation, Integrations

**Tools & Technologies:** Workday Studio, Core Connectors, EIB, Document Transformation, Report Writer

**Responsibilities:**

- Provided functional and technical support for global HCM operations, including Job Changes, Terminations, and Compensation Events.
- Configured Compensation Grades, Grade Profiles, Plans, and linked them to job profiles and pay groups.
- Created and scheduled inbound/outbound EIBs to manage employee data loads (e.g., new hires, job changes, terminations).
- Developed and supported Core Connector integrations for benefits, payroll feeds, and organizational changes.
- Monitored integration errors and alerts, troubleshooting issues using Integration Event Audit Logs and Workday Studio logs.
- Developed advanced reports to track compensation changes, headcount movements, and termination trends.
- Executed Workday semi-annual release testing, validating regression scenarios across Core HCM and Compensation modules.

**Project #1: Workday HCM Implementation Support**

**Client:** AeroCore Systems (Aviation & Aerospace)

**Role:** Workday Consultant

**Duration:** January 2021 – Jun 2021

**Environment:** Workday Core HCM

**Tools & Technologies:** EIB, Core Connector, Calculated Fields, Report Writer

**Responsibilities:**

- Assisted in post go-live support for global HCM rollout covering Hire, Job Change, Termination, and Onboarding processes.
- Built Advanced Reports for workforce analytics, organization structure, and active headcount tracking.
- Developed inbound EIB templates for loading mass hires, job changes, and supervisory org assignments.
- Managed position management and supervisory org hierarchy setup based on business units and locations.
- Configured business process steps, conditions, and alerts to support streamlined global HR operations.
- Collaborated with cross-functional teams during cutover, hypercare, and post-implementation phases.
- Provided L1 and L2 support through ServiceNow, ensuring adherence to SLA and change request timelines.

Education

**Bachelor of Commerce : Computers**

Kakatiya University

Apr 2018

Hyderabad