

PREMKUMAR RACHAKONDA

Workday Functional Consultant

Hyderabad • premkumarconsultant1995@gmail.com • +91 9502703273

PROFESSIONAL SUMMARY

Workday Functional Consultant with 5.3 years of IT experience, including 4 years of specialized expertise in the Workday ecosystem, with a focus on Core HCM, Integrations, Performance & Talent, Time Tracking & Absence Management, Recruitment, Compensation, Benefits & Payroll

- Strong background in requirement gathering, design, development, and unit testing, delivering effective and scalable Workday solutions.
- Proficient in Workday integration tools such as Workday Studio, EIB, and Core Connectors, with hands-on experience in developing and deploying integrations.
- Extensive experience in report development, including custom and advanced reports, calculated fields, and dashboard configuration tailored to business needs.
- In-depth knowledge of Workday security configuration includes role-based and user-based security groups.
- Skilled in configuring and optimizing business processes such as Hire, Change Job, Termination, and Job Requisition.
- Expertise in document transformation using XML for seamless data exchange in integrations.
- Proven ability in providing production support, performing root cause analysis, resolving defects, and conducting system and integration testing.
- Strong collaboration skills, with a demonstrated ability to work effectively with cross-functional teams and stakeholders to ensure project success and business alignment.
- Developing workday reporting (Advance, Matrix, Trending, composite)
- Workday Security configuration

KEY SKILLS

- | | |
|---|---|
| <ul style="list-style-type: none">• Workday Core HCM• Workday Studio (Integration Development)• Enterprise Interface Builder (EIB)• Core Connectors (Worker, Payroll, Benefits)• Report Writer (Advanced and Custom Reports)• Calculated Fields (Global and Report Level)• Document Transformation XML• Security Configuration-Role based; User based• Business Process Configuration (Hire, Change Job, Termination) | <ul style="list-style-type: none">• Data Integration (Inbound/Outbound, APIs)• Performance and Talent• Time Tracking• Absence Management• Benefits Administration |
|---|---|

CORE EXPERTISE

- | | |
|--|---|
| <ul style="list-style-type: none">• Workday HCM and Payroll Implementation• Integration Design and Development using Workday Studio• Advanced Reporting and Custom Dashboards• Security Setup and Compliance Management• HCM Migration | <ul style="list-style-type: none">• Business Process Optimization and Re-engineering• Data Migration and Conversion Strategies• Post-Production Support and Issue Resolution• System Configuration and Customization |
|--|---|

PROFESSIONAL EXPERIENCE

SZ Software Solutions Private Limited. - FTE
Software Engineer - Workday Functional Consultant

2024

Jan 2021 - Sep

- Supported successful audits with accurate documentation of project milestones, risks, and change requests.
- Enhanced Workday system functionality by implementing customized configurations and integrations.
- Addressed post-implementation support issues promptly and efficiently, ensuring optimal performance of configured solutions for clients' operations.
- Reduced data entry errors by automating workflows and streamlining data management within the Workday platform
- Supported in Two End-End Implementation projects -Full cycle implementation

Atria Convergence Technologies Pvt Ltd - FTE

2018

- Monitored ServiceNow incident tickets, ensuring timely response and resolution of network-related issues.
- Regularly reviewed Network Monitoring dashboards to assess network health and respond proactively to alerts.
- Handled end-user service requests, including review, assignment, or direct implementation based on the nature of the request.
- Performed software upgrades on various network and security devices to maintain system performance and security compliance.
- Diagnosed and resolved network and application issues, ensuring minimal downtime and operational continuity.
- Coordinated with Internet Service Providers (ISPs) to address and resolve network circuit issues.
- Escalated complex issues to Tier-3 network engineers, maintaining proper communication channels and incident documentation.
- Executed scheduled network changes as planned by the network engineering team, ensuring smooth implementation.
- Collaborated closely with end users, the IT service desk, and incident management teams to efficiently manage and resolve incidents.

PROJECTS

Project #1: Workday Integration and Customization**Client:** RELX India Private Limited**Role:** Workday Technical Integration Consultant**Duration:** March 2023 - September 2024**Project Overview:** Optimized Workday functionalities through advanced integration and customization to enhance HR and payroll systems.**Key Responsibilities:**

- Conducted requirement analysis sessions with stakeholders to gather integration and customization needs, translating business requirements into technical solutions.
- Designed and deployed custom EIB (Enterprise Interface Builder) solutions for data imports and exports, ensuring seamless migration and integration processes.
- Performed end-to-end testing of integrations and configurations to ensure functionality, data accuracy, and system reliability.
- Collaborated with cross-functional teams to troubleshoot and resolve integration issues, minimizing system downtime and improving performance.
- Developed and maintained Workday Integration Security, ensuring proper user access and protecting sensitive HR and payroll data.
- Implemented advanced business process configurations to streamline HR workflows, aligning them with organizational goals.
- Prepared technical documentation, including integration workflows, customizations, and troubleshooting guides, to support ongoing system maintenance.
- Conducted training sessions for HRIS and IT teams on Workday integration processes and customizations, enabling effective system management.
- Monitored Workday release updates, assessed their impact on existing integrations and customizations, and implemented necessary changes.
- Coordinated with third-party vendors to integrate external systems with Workday, ensuring compatibility and achieving project timelines.

Key skills used:

Workday Integration, EIB (Enterprise Interface Builder), Data Migration, End-to-End Testing, Troubleshooting, Workday Integration Security, Business Process Configuration, Technical Documentation, Workday Release Management, Third-Party System Integration.

Project #2: Workday Functional HCM**Client:** HALEON GCC**Period:** January 2021- March 2023**Role:** Workday Functional Consultant**Project Overview:** Led the implementation and optimization of Workday HCM and Compensation modules, enhancing HR processes and aligning compensation structures with organizational goals.**Key Responsibilities:**

- Configured Supervisory Organizations, Location Hierarchies, and Position Management for streamlined HR operations.
- Set up and optimized Business Processes for Core HR, including Hire, Job Change, and Termination workflows.

- Managed comprehensive Compensation Packages including Salary Plans, Bonus Plans, and Allowances, ensuring alignment with corporate strategies.
- Configured and maintained Custom Reports using Workday Report Writer, meeting diverse reporting needs.
- Managed Security Settings by configuring Role-Based and User-Based Security Groups and Domain Policies.
- Supported data migrations and EIB Integrations, ensuring accurate and efficient data exchange.
- Provided ongoing Support and UAT, facilitating smooth system adoption and minimal disruption.
- Participated in Workday Release Management, implementing new features and assessing their impact.
- Supported in Time tracking Module
- HRIS Configuration (onboarding , Leave ,Job codes , pay groups)
- Configured and deployed **Peakon – Workday Employee Voice** module for employee engagement and feedback analysis, integrating seamlessly with Core HCM data
- Supported **Peakon setup and administration**, including survey configuration, question customization, and employee mapping through Workday integrations
- Collaborated with HR and business leaders to define survey cadence, question sets, and demographic segmentation aligned with organizational strategy

Key skills used:

Workday Core HCM Configuration, Business Process Configuration, Time Tracking, Compensation, Absence Management, Workday Reporting, Workday Security Administration, Workday Integrations, Testing & Support, Workday Release Management, Employee Engagement & Experience Management Survey Configuration & Administration (Peakon)

CERTIFICATIONS

- Workday Basics HCM Certified (NOT PARTNER)
- Workday Actions Certified(NOT PARTNER)

EDUCATION

Master of Business Administration

2021-23

Osmania University, Hyderabad.

Bachelor of Arts

2018-21

Osmania University, Hyderabad

Bachelor of Commerce

2012-15

Kakatiya University, Warangal.