Naveen Naik

Workday Techno Functional Consultant

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Professional Summary:

- Having Total 5+ years of IT experience a Workday Consultantand good experience on Reports, EIB, and Functional Understanding of HCM.

- Extensively worked on **Custom Reports. Advanced Reports, Calculated fields, Matrix and Composite reports, Dash Board creation, Enterprise Interface Builder (EIB), Business Process, and Security Time and Absence.**

- Creating different type of custom advanced reports and using different calculated fields.

- **Developed Inbound Interface programs using EIB**.

- Involve in Schedule report and upgrades and maintenance activities of the workday.

- Clear communication and interacting with clients and as well as on site team.
- Involved in **Workday HCM** for various HR modules such as Benefits, Time and Absence Management
- Excellent working knowledge in Developing, Debugging, **Testing of Workday** Applications.

- Created Technical Designs and Functional documents for testing and maintain the existing documents for the enhancements done.

- Good Knowledge in creation and maintenance of Workday Supervisory Organizations, Reorganizations, Subordinate Supervisory Organizations, Locations, Company, Cost Centers and Organizational & Cost Centre Hierarchies.

- Proficient use of **HR Process** such as **Recruiting**, **Hiring**, employee record maintenance, Training, Pay planning, Performance and talent management, Applicant tracking, On-boarding.

- Working **on Talent management**, **Job management**, **learning management**

- Have adequate experience on Creating Job Requisitions, Recruiting and On-Boarding for Internal/External Candidate's, Hire (Regular/intern), Re-Hire, and Pre-Hire, Termination and Job change (International Assignment, Promotion & Demotion and Organization change) and Personal data change.

- Hands-on experience in Gathering business Requirements, Design and analysis of Applications.

- Strives to get trained on required Technologies/Skills regarding the Project.

- Executed performance connects review (2020& 2021) R1 and R2 for both ESS and MSS for different Countries.

- Configure business process changes and maintain domain security.

- Worked on **Security Groups**, Configured User-based security group, Role Based security groups, and created intersection security groups.

- Worked on Business Process Level security and Domain level security.

- Involved in CR-Change Request as for business requirement and building and moving changes to production.
- Designed the test scripts with clear instruction for testing before go live and for UAT.
- Executed Regression Testing and sanity testing as per the new functionality of 2020R1 and 2020R2.
- Monitoring Workday's releases and test compatible changes with tenant.
- Worked on cost center, and pay group and assign to employees as well.
- Worked on staffing model, Created Positions, Job requisitions
- Good knowledge in migrating reports from lower tenant to sandbox and production by Using object transporter and providing production support.
- Worked on Grade, grade profile, and Compensation plane, created hourly plan, and compensation elements and assign to worker.
- Hands on experience on **working on ticketing tool such as Service-now**.
- Created reports and dashboards on Service-now application to track the stats and analysis of the requirements.
- Knowledge in supporting applications for HR Domain (**Core HCM and Absence Management**).
- A Good communication with skillful analyzing and problem-solving abilities.

Academic details

Bachelor of Technology **in Electrical & Electronics Engineering** from JNTU-Kakinada

Work Experience

- Currently working as a workday consultant in **LOWE'S** from Aug-2019 to till date.

Project Summary

Project #1:

Name   : **Workday Support and Enhancement**

Client   : **LOWE'S**

Role   : **Specialist in HR Systems**

Duration   : **Aug-2019 to Till Date.**

Roles & Responsibilities:

- Experienced to work with Workday Report Writer and Enterprise Interface Builder (EIB).
- Responsible for building /Enhance/Maintaining workday Reports, Integrations and Dashboards.
- Creating different type of custom reports and using calculated fields, filters, Prompts.

- Build workday Inbound Integrations using Integration tool such as EIB.
- Identify opportunities that can improve efficiency of business processes and Security in the existing system.
- Maintain, test and implement new functionality within Workday modules
- Creating different types of Security configurations of Workday domains and Security groups (Role based, User-based and Segment-based).
- Hands on experience in workday HCM management to create Location, Cost center and supervisor organization and Region.
- To develop, test and migrate integrations from development tenants to test tenants and Production through Sandbox.
- Monitor and update ticketing tool on daily basis. Manage work activities and ticket volumes to meet required SLA's and service delivery measures.
- Hands on experience on working on ticketing tool such as Service-now.
- Created reports and dashboards on Service-now application to track the stats and analysis of the requirements.
- Participate in recurring meetings with project teams to discuss progress and issues to be resolved.
- Support day to Integration/Report/BP/data/Security issues and fix as per the agreed timelines.
- To create scenarios for testing integration in develop like hire, contract, create invoices, process settlement runs, changes to BP, changing worker data.