

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

- 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)
- Data Integration (Inbound/Outbound, APIs)
- Performance and Talent
- Time Tracking
- Absence Management
- Benefits Administration

CORE EXPERTISE

- Workday HCM and Payroll Implementation
- Integration Design and Development using Workday Studio
- Advanced Reporting and Custom Dashboards
- Security Setup and Compliance Management
- HCM Migration
- 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

Jan 2021 - Sep

2024

- 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, TimeTracking, 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

Osmania University, Hyderabad.

2021-23

Bachelor of Arts

Osmania University, Hyderabad

2018-21

Bachelor of Commerce

2012-15

Kakatiya University, Warangal.