Phone :- 720-414-9030/720-414-9024 Email:sangeethapathipati1234@gmail.com

**SANGEETHA PATHIPATI**

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| PROFESSIONAL SUMMARY |

* 8 years of IT experience in Health care, Insurance, Banking and Finance, Investment Management companies.
* Involved on a complete life cycle of a Workday project from requirements to the production release and support.
* Pre-Deployment and Post Go-Live support.
* Experience in designing and managing Business flow diagrams and processes.
* Experience in Open Enrollment and Performance review processes.
* Experience in creating Custom reports using workday reporting functionality and custom fields.
* Developed reports, both analytical and operational, to track the workforce, give insight into employee data, worker demographic and highlight trend.
* Created complex calculated fields based on the report criteria and built class report fields mapping to maintain pay results in deriving YTD, QTD, MTD calculations.
* Expertise in developing Custom Dashboards and Work-lets.
* Workday integration experience building both Inbound and Outbound integrations using EIB’s, Core connectors, document transformation and packaged integration in workday studio.
* Expertise in technologies involving SOAP development like XML, XSLT, Web Services and Excel functions.
* Worked on the creation of Benefit plans, Benefit Groups, Enrollment event types and Eligibility rules.
* Configured Workday compensation packages including salary, bonus, allowance, commission, and merit plans for multiple countries including merit and bonus plan processing.
* Experience in implementing Core HR, Payroll, Compensation, Performance, Talent and Absence modules.
* Responsible in handling and initiation of meetings for status updates and involved in dry run for data validation process.
* Expertise in presenting Visio diagrams of Business Processes and Workflows.
* Extended support to the team in setting up various security groups (Role Based, Job Based, User Based, and ISUG) and defining domain level security policies.
* Experience in creating andreviewing Test Cases and Test Plans for User Acceptance Testing.
* Workday Release Preparation – Document Changes & Impact Analysis.
* Highly self-motivated with strong Communication and Professional skills.

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| **TECHNICAL EXPERTISE** |

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| **OPERATING SYSTEMS** | Windows 7 and Windows 10 |
| **SOFTWARES** | Microsoft Office, Excel, PowerPoint and Microsoft Access |
| **CLOUD PLATFORMS** | Workday, PeopleSoft |
| **DATABASE** | Oracle, SQL Server |
| **LANGUAGES/TECHNOLOGY** | WebServices, XML, XSLT, HTML, C++ |
| **TOOLS** | Oxygen XML Editor |

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| **PROFESSIONAL EXPERIENCE** |
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| **CLIENT: Yale University, New Haven, CT July 2022 – Till date**  **ROLE: Workday Consultant** |

**Responsibilities:**

* Implemented Workday HCM, Payroll, Absence and Time Tracking.
* Worked as a key point of contact between the business stakeholders and application development teams, and co - ordinated activities for the business.
* Manages Workday Absence / Time Tracking implementations through the various lifecycle stages, from business need through design and delivery.
* Collaborated with business partners and configured business process in Workday.
* Assists the Workday Collaborative team as lead HRIS support for the ad hoc HR system requests within the current HRIS solution, PeopleSoft and Workday.
* Troubleshoot, resolved and communicated solutions for system issues to the business users.
* Perform system enhancements, system maintenance, system testing, system upgrades.
* Work with downstream application and ensure integrated tests are executed.
* Created Supervisory Organizations, Cost Centers, Location and its hierarchies. Configured and Tested Business Process and notifications in core HR: Hire, Job Change, Termination, Create Positions, Termination, & Contract Contingent.
* Worked on Staffing Models, Business Process and Notifications.
* Worked on Developing functionality and designing inbound and outbound custom interface.
* Conduct project management duties of global teams for different sub modules.
* Worked with setting up reports as a Web Service.
* Workday Release Preparation - Integration testing, testing reports, testing the business process configurations and analyzing what’s new document and opting the required functionality.

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| **CLIENT: Nextdoor, San Francisco, CA Jan 2022- June 2022**  **ROLE: Workday Consultant** |

**Responsibilities:**

* Implemented Workday HCM, Payroll, and Absence.
* Activated required domains such as certifications, work experience etc. and tested their functionalities.
* Collaborated with business partners on requirement gathering implementation testing and enhancement of Integration.
* Assists the Workday Collaborative team as lead HRIS support for the ad hoc HR system requests within the current HRIS solution, PeopleSoft and Workday.
* Troubleshoot, resolved and communicated solutions for system issues to the business users.
* Analyzed and interpret reports in legacy system to create custom reports in Workday.
* Hands on experience for creating test scripts and working on unit test regression test end to end test and parallel testing for Workday HCM and Integrations.
* Day to day supported of Workday HCM, Integrations and Reporting issues.
* Worked on Developing functionality and designing inbound and outbound custom interface.
* Worked on setting up scheduling of reports and understanding the required permissions for report sharing.

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| **CLIENT: DataRobot, Boston, MA March 2021 – December 2021**  **ROLE: Workday Consultant** |

**Responsibilities:**

* Implemented Workday HCM, Payroll, Absence and Time Tracking
* Created EIB (Outbound) to send information to 3rd party vendors.
* Activated required domains such as certifications, work experience etc. and tested their functionalities.
* Collaborated with business partners and configured business process in Workday
* Assists the Workday Collaborative team as lead HRIS support for the ad hoc HR system requests within the current HRIS solution, Namely, and Workday
* Troubleshoot, resolved, and communicated solutions for system issues to the business users.
* Analyzed and interpret reports in Namely to create custom reports in Workday.
* Worked on Staffing Models, Business Process and Notifications
* Worked on Developing functionality and designing inbound and outbound custom interface.
* Conduct project management duties of global teams for different sub modules.
* Worked with setting up reports as a Web Service.
* Worked on setting up scheduling of reports and understanding the required permissions for report sharing.
* Worked with implementation partners in helping build and deliver Workday Outbound/Inbound integration, EIB's.
* Created test Scenarios and executed Test Cases for Absence time tracking and payroll modules.

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| **CLIENT: Takeda, Chicago, IL March 2020 – January 2021**  **ROLE: Workday Consultant** |

**Responsibilities:**

* Provide support for Workday HRIS application, including researching and resolving problems, unexpected results or process flaws; performing scheduled activities; recommending solutions or alternate methods to meet requirements
* Created functional design documentation and built interface for vendors Axxerion, YourCause, Dayforce, Propeller.
* Created Run books for integrations which includes – Integration Design document, Document sign off, Business requirements, Data mapping, file specification, Launch parameters and Integration attributes
* Worked on Acquisition Project, Migrated and tested most of the Shire Interfaces in Takeda Tenant.
* Created kronos Interface to send across the Leave of Absence data to Kronos through datahub.
* Drive data integrity within Workday and between systems; develop audit, research and resolution processes. Ensure that data follows compliance needs and govern data mapping.
* Worked with implementation partners in helping build and deliver Workday Outbound/Inbound integration, EIB's.
* Worked on US Payroll Interface.
* Worked on EIB’s to load the new data and change the existing data.
* Associated with the 3rd party vendors to ensure all the service level agreements are met by the Vendors in successful delivery of incidents, enhancements and projects based on the criticality of the application
* Created Supervisory Organizations, Cost Centers, Location and its hierarchies. Configured and Tested Business Process and notifications in core HR: Hire, Job Change, Termination, Create Positions, Termination, & Contract Contingent.
* Developed test scenarios and test cases for both functional and technical aspects.
* Created Workday reports and Calculated fields and modified the existing custom reports.

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| **CLIENT: Abbott, Chicago, IL October 2019-February 2020**  **ROLE: Workday Consultant** |

**Responsibilities:**

* Worked as a key point of contact between the business stakeholders and application development teams, and co - ordinated activities for the business.
* Configured Dependent event BP to enable employees to maintain dependents data and submit proof of dependent relationship.
* Created allowance plan for fusion project for Japan Employees.
* Created Webservice Report for Equus System, web service using the UPI (one UPI per web service call).
* Worked on Global Payroll Interface.
* Worked on EIB’s to load the new data and change the existing data.
* Preparing test scripts for business critical reports and interfaces and all-embracing testing on different scenario. Conducted unit testing and support system testing. Error/bugs handling and resolutions.
* Understanding client business requirements, demonstrate the configurations through the development of prototype systems, and directing the client in testing approach.

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| **CLIENT: LexisNexis, Alpharetta, GA April 2019- October 2019**  **ROLE: Workday Consultant** |

**Responsibilities:**

* Configuration of Workday Absence and Leave and Time off for Global countries.
* Worked with implementation partners in helping build and deliver Workday Outbound/Inbound integration, EIB's.
* Worked on EIB’s to load the new data and change the existing data.
* Ability to work cross-functionally with various stakeholders and team members
* Understanding client business requirements, demonstrate the configurations through the development of prototype systems, and directing the client in testing approach
* Working on critical tickets raised by the business and assigning tickets to the team and support those to ensure no pending tickets are in queue by keeping track of the open tickets till closure and ensuring that the delivery is done within the time frame.
* Developed test scenarios and test cases for both functional and technical aspects.

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| **CLIENT: NCR Corporation, Atlanta, GA February 2018- April 2019**  **ROLE: Workday Consultant** |

**Responsibilities:**

* Demonstrated knowledge and hands-on experience in managing project scope, developing project schedules and budgets, managing risks, ensuring project quality, developing and implementing communication plans, managing third party vendors and system integrators.
* Supported in Workday HCM Integrations like EIB, Cloud Connect, Core Connecter, Workday Studio, Core HRMS, Payroll (PICOF/PECI) with understanding in the Business Process Flows, Case Tools, Business Analysis, and transforming them into Workday designs
* Provided production Support to Workday integrations.
* Maintained and monitored all the Benefit integrations – Fidelity Benefit Elections Inbound, Fidelity 401k Inbound, Fidelity 401k Loan Inbound, Fidelity ESPP Stock Inbound, Daily Fidelity Employee Outbound.
* Tested integrations and supported post productions support for reports and integrations
* Configured PECI and PICOFs to integrate with payroll vendors.
* Configured Canadian Payroll Integration Direct deposit and Acknowledgement Integration
* Workday System Testing & Integration Testing – by creating Test Scripts, Perform Testing and enabling security for testing.
* Supported and lead various aspects of gathering requirements, designing, configuring/building, and testing all kinds of integrations with an expertise on Workday Studio. Workday advanced reporting including integration with functional reports and calculated fields.
* Provided technical expertise in identifying, evaluating, implementing and supporting workday integrations that are cost effective and meet user requirements
* Associated with the 3rd party vendors to ensure all the service level agreements are met by the Vendors in successful delivery of incidents, enhancements and projects based on the criticality of the application
* Configuring payroll interface to send pay data to external payroll vendors like ADP, NGA.
* Worked with Simple and Advanced Reports, defining columns, business objects, fields, columns heading overriding, multiple sorting techniques, sorting by secondary objects.
* Complex calculated field’s deliveries, reporting on multiple business objects.
* Workday Release Preparation - Integration testing, testing reports, testing the business process configurations and analyzing what’s new document and opting the required functionality.

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| **CLIENT: Global Payments, Atlanta, GA June 2016- December 2017**  **ROLE: Workday HCM Consultant** |

**Responsibilities:**

* Drive data integrity within Workday and between systems; develop audit, research and resolution processes. Ensure that data follows compliance needs and govern data mapping.
* Develop and implement systems integrations, mass data uploads and interfaces.
* Hands on experience on solving moderate to complex reporting problems, with a broad understanding of Workday’s entire reporting toolset, and a deep understanding of Advanced and Matrix report types.
* Maintains and delivers reports within specified functional group portfolios.
* Collaborate with functional and technical system stakeholders to streamline and enhance reporting processes and promote user adoption.
* Learn and understand clients’ business requirements and work with the Lead Functional Architect to design, build, configure and test the Absence Management for 8 Asian countries.
* Understanding client business requirements, demonstrate the configurations through the development of prototype systems, and directing the client in testing approach.
* Providing the Project Manager with status reports and keep them apprised of overall project status.
* Providing strong day-to-day functional and technical activities of Global Payment’s Workday environment.
* Worked directly with customers to research, troubleshoot and resolve Absence Management, and related HCM process and configuration issues in a timely manner.
* Testing customer problems and resolve issues, often functioning as the analyst/configurator to determine a solution.
* Worked with cross-functional teams through the configuration, development and implementation of new features while representing the needs of Workday’s People Service team.

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| **CLIENT: St. Joseph health, Irvine, CA Sep 2015- June 2016**  **ROLE: Workday Consultant** |

**Responsibilities:**

* Developed and implemented trending, dashboards and composite reporting.
* Audit existing reports and calculated fields and identify opportunities for refinement as well as develop new reports
* Built custom HCM reports & Payroll Reports – Data Disk reports, Benefit Census, Headcount reports, Turnover summary reports, Garnishment report, Hyperion reports, Legal Reports, Accounting report, Payroll results YTD and Payroll deduction reports.
* Created Run books for integrations which includes – Integration Design document, Document sign off, Business requirements, Data mapping, file specification, Launch parameters and Integration attributes
* Built EIB (Enterprise Interface Builder) for integrating location of employees, Performance ratings, assigning organizations and updating payroll IDs.
* Integrations were designed and developed according to the requirement and specifications with the implementation of SDLC methodologyand has own functional document to identify defects and configure and test them.
* Inbound EIB’s to load data – Benefit annual rate, Worker wellness data, Bonus payment, Performance history ratings, Previous system job history, assign organizations.
* Built Benefit, Payroll Integrations using EIB, Core Connectors and document transformation
* Workday System Testing, Integration Testing & UAT.
* Designed and modified various Business Process Definitions – Hire, Change Job, Job Requisition with validation rules, condition rules and custom notifications.
* With the help of EIB (Inbound) updated worker organizations, Role assignments, Benefit credit, contact information and other IDs.
* Assisted in implementing the Recruiting Module – Assessment, Background check, Interview, offer, screening, Job requisitions, Job postings and recruiting reporting.
* Created and Maintained Constrained, Unconstrained, Segmented, Employee-as- self and Intersection type security groups.
* Experience in creatingSecurity groups for the integrations like Benefits and payrolland maintained them with other groups like Employee as self and Intersection type security groups**.**
* Workday System Testing & Integration Testing – by creating Test Scripts, Perform Testing and enabling security for testing.
* Workday Release Preparation - Integration testing, testing reports, testing the business process configurations and analyzing what’s new document and opting the required functionality.

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| **CLIENT: Polaris, Hyderabad, India Jan 2015- July 2015**  **ROLE: Business Analyst** |

**Responsibilities:**

* Worked with leadership team to identify, communicate, and resolve resource allocation, scope and schedule, and budget conflicts.
* Worked closely with QA team during functionality testing and helped in the User Acceptance Testing, Query Testing with TOAD**.**
* Delivering the products as per milestones, coordinate for user sign-off and payments according to deliverables
* Identified and defined actors made use cases and grouped them and prepared data flow diagrams, activity diagrams, sequence diagrams, state transition diagrams in MS Visio**.**
* Commercial negotiations for technical/ IT procurements, inventory management.
* Extensive exposure in SAP and Oracle Modules.

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| **EDUCATION** |

**Bachelor’s in Computer Science and Engineering,**

**Jawaharlal Nehru Technological University, Hyderabad**

**INDIA**