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**Satya Saivani Alasyam**

**Professional Summary:**

* **Certified SAP HCM Consultant with 10+ years** in Implementation and Support with a strong combination of technical skills and business knowledge.
* Experience and skills in **SAP HCM modules-Organizational Management (OM),** Personal Administration (PA), Time Management (TM), **US and Indian Payroll (PY), Benefits (BN) and Cross-Application Time Sheet (CATS).**
* **Working Knowledge in Employee Self Service (ESS), Manager Self Service (MSS)**, Performance Management, Employee Compensation Management (ECM) modules and E-Recruitment.
* Successful completion of 3 full life cycle implementations 2 support and 1 migration as per ASAP methodology and various support projects based on **AMS methodology as well**.
* **Worked on SAP R/3 versions ECC 5.0 and ECC 6.0, Portal 7.0, EHP 5/6**
* Extensive experience in Requirement Gathering, Configuration and Testing **(unit, parallel and integration) and End User Training**
* Good understanding of the methodology of integration with **SAP FI**
* Responded rapidly to end-user questions and concerns. Helped them understand the SAP and success factors landscape and migration challenges
* Ability to bridge the gap between technical and functional teams -ability to coordinate with the technical team (**HR ABAP and Basis**) by providing data to develop ABAP coding- creating forms, reports, user exits, load data from flat files to system and understand movement of transport requests in the system landscape with the Basis team
* **Configured Business Rules in Successfactors Employee Central Module in MDF.**
* Ability to provide training and work with change management to communicate the new processes to end users and undertake workshops to help end users understand the flow/use of business process on the **SAP HR System**
* Comfortable in large team environments and possess excellent communication skills
* Additional experience includes tactical management of the delivery of services and transitioning of **AMS projects in accordance with the account based Service Level Agreements and project SOWs'**
* **User Access-S User and C User**
* **Additional - MS Project 2010, MS Office, SPSS 7.5, Visio**
* Insight and know how

**AREAS OF EXPERTISE:**

* Life Cycle Implementations
* ASAP Methodology
* Personnel Administration
* Time Management
* Organizational Structure & Planning
* [Benefits](mailto:name@email.com)
* Payroll
* Success Factors
* Financial Posting
* Testing Administration & Evaluation
* Version Upgrades
* End User Training
* Third Party Integration

**Master Data:** Enterprise, Organizational and Personnel Structures, Personnel Administration, Time and Payroll

**Organizational Management:** Organizational Plan (Organizational Structures, Reporting Structures, Relationships, Organizational Units, Positions, Jobs, Work Center Indexes and Task Catalogs), Simple Maintenance, Expert Mode, Organization and Staffing (PPO\*\* Transactions), Detail Maintenance (PO\*\* Transactions), Structural Graphics, Evaluation and Reports, Integration programs-RHINTE 00, 10, 20 and 30, evolution path, plan versions and creation of number ranges, time constraints and reports

**Personnel Administration:** Enterprise structure, Personnel Structure, User Parameters, employee attributes, features-PINCH, NUMKR, IGMOD defining Infogroups and setting up of personnel actions, Info group Menu, Dynamic Actions and reports

**Time :** Positive and Negative time recording, Leave Management-Paid and Unpaid, Creation of attendances, attendance quotas, absences and absence quotas, uploading with BDC and excel, work schedules and time data calculation/evaluation, holiday calendar, variants, features, Daytypes, Holiday c lasses, CATS, ESS, Time Manager's Workplace, Time Evaluation Schemas (TM00, with clock times and TM04) and reports. FMLA (Family Medical Leave Act) Workbench, Overtime, Availability, Reaction to overlapping time infotypes - Collision Checks)

**Gross Payroll**: Wage Types, Processing Time Data, Payments and Deductions, Schemas, Functions, Personnel Calculation Rules, Internal Tables, Factoring, WT Cumulating and Storage

**Net Payroll** : Claims, Deductions, Taxes (Including Railroad Taxes and Tier Level Taxing), Benefits/Payroll Integration, Garnishments, Bank Transfers/Direct Deposits, General Ledger, Third Party Remittance, Off-Cycle Processing, BSI Third-Party Tool (Tax Tables), BSI Tax Updates, SUI Changes, Reconciliations, 'PU12' Interface Workbench Tool and FLSA (Fair Labor Standards Act)

**Benefits:** Benefit Areas, Enrollments, Health Plans, Insurance Plans, Savings Plans, Spending Accounts, Credit Plans, Eligibility, Termination, COBRA, Reports, Functional Specifications, Mapping Documents, Inbound and Outbound Interfaces and Payroll Integration

**ESS/MSS**: Roles and logon groups, SLD, JACOS, Backend configuration and linking of ECC system with the portal Netweaver system and configuring the homepage framework and PCD objects and linking to the Portal Netweaver, Testing and creation of HCM processes and forms and coordinating with ABAP and Workflow consultants. Enhanced the Standard ESS applications using NWDI, User exits, BADIs, Enhancements

**Professional Experience:**

**Schaeffler Group, Fort Mill SC Dec 2015 - till date**

**SAP HRIS Specialist**

**Responsibilities:**

**Successfactors:**

* Drove Blueprinting / Requirements gathering sessions with functional teams and end-client business teams
* Worked very closely with clients SFSF Functional Consultants and client-side business analysts to drive requirements and create the functional/technical designs
* Created data mapping documents based on mapping discussions with business and functional/technical teams involving the client
* Managed data conversions design meetings
* Created Technical Design Documents (TDD) and stored all important project artifacts in SharePoint and Solution Manager (SolMan)
* Helped business write User Acceptance Testing (UAT) scripts
* Responded rapidly to end-user questions and concerns. Helped them understand the SAP and success factors landscape and migration challenges
* Configured Route Maps, Rating Scales, Picklist Management and performed language Translations.
* Worked on XML elements for Corporate, Succession and Country Specific Data Models
* Worked on importing and exporting data of : Employees, Generic Objects and Foundation objects
* Extensively worked on test scenarios, test cases, constructed Test plan for Employee Central.
* Configured and enhanced Workflows for foundation and MDF objects
* Configured Business Rules in Successfactors Employee Central Module in MDF.
* Created Ad-hoc reports and detailed reports via the use of the Reports module
* Configured new employee approval workflows and (MDF) metadata framework objects.
* Executed successful data conversion of employee, foundation, job and compensation data. Developed ad-hoc reports to validate successful data conversion.

**Benefits:**

* Health Plans - Defined Health plans, Options for Health Plans, Dependent Coverage Options and Cost Formulas and assigning Health Plan Attributes, and Wage Types
* Insurance Plans -Defined Insurance Plan general Data, Coverage Formula and Cost Formulas and assigning Insurance Plan Attributes and Wage Types.
* Savings Plans -Defined Savings Plan General Data, Employee Contribution Rules, Employer Contribution Rules, Vesting Rules and Schedules
* Configured Evidence of Insurability (EOI) conditions for health and Insurance plans.
* Integrations of Benefits with Payroll.
* Maintained features like BENGR, BSTAT, ELIGR and TRMTY for enrollment, maintenance and termination.

**Payroll (PY)**

* Configured Tax authorities, Tax Areas, Tax Types, Tax Models.
* Maintained Tax infotypes.
* Defined pre tax deductions and post-tax deductions.
* Maintained Garnishment related Infotypes and resolved the Garnishment related issues.
* Part of integration and payroll testing teams, with various life cycles of SAP systems.
* Configured off-cycle, Wage Types and their permissibility over various Info types, Processing Class, Cumulating Class and Evaluation Class for Wage Types as per business rules.
* Configured Gross-Up Wage types as per the business rules.
* Configured Wage type models.
* Maintained Permissibility of various wage types under IT 0008 and IT 2010 for various personnel areas.
* Developed the custom information templates, functional and technical detail design specifications for payroll.
* Developed Business process procedures, Business Blue prints, functional and Technical specs in Compensation management in Comparison of Annual Salaries of previous and current year.
* Configured Compensation Adjustment, pay grade structure analysis, Long term incentives.
* Integrated Payroll with Benefits.
* Worked with for clearing claims involves running payroll for affected employees
* Worked with reports on Claims
* Configuration of Payroll & Finance Integration.
* Posted Payroll results to Finance Accounting.
* Provided support to SAP HR users in US and Canada
* Worked on Canadian tax infotypes 461, 462, 463 and 464

**Time Management (TM)**

* Created and maintained work schedules (WS), period work schedules (PWS), daily work schedules (DWS), and monthly work schedules rules and planned working time (PWT).
* Worked on Time Recording - Substitutions, Absences, Absence Counting, Absence Quotas, Leave Entitlement, and Overtime.
* Maintained Absence Types & Absence Quotas applicable to different employees groups.
* Evaluated time using Time evaluation report RPTIME00 and modification of Time evaluation schema TM04 as per the business requirements.
* Modified Time Management PCRs.
* Integration of time evaluation results with payroll.

**Personnel Administration**

* Implemented SAP Personnel Administration PA end to end (Preparation, Blue Printing, Realization, Final Preparation, Go Live and Support).
* Configured enterprise and personnel structure, personnel data, pay scale structure.
* Actions, dynamic actions, user interface, features, custom info types.

**Organization Management OM**

* Implemented SAP Organization Management OM end to end (Preparation, Blue Printing, Realization, Final Preparation, Go Live and Support).
* Configured organization structures (Organization units, Positions, Jobs, Job families).
* Configured organization structure.

**Abbott Labs-Chicago IL Nov 2013 - Sep 2015**

**SAP HR System Analyst**

**Responsibilities:**

**Workday:**

* Worked on Abbvie Migration Project for HCM Workday with SAP Modules as Benefits, OM,PA, and Compensation.
* Determine and analyze formatting requirements for data load in Workday through iLoad.
* Worked on Workday Benefit Integrations for US, Canada and Puerto Rico. Actively participated in design phase, Unit Testing, Test data, System Integration testing, Cut-over, Go-Live and Hypercare.
* Responsible for cloning benefit configuration, integrations in Workday. Managing third party vendors (Towers Watson, Mercer, AonHewitt, Metlife, Medavie Blue Cross, Humana, Genworth, and Internal Puerto Rico Payroll system), Abbott business HR and implementation partner from technology side.

**Data conversion and migration:**

* Led and executed several Data Conversion projects for several countries. Developed and executed over 30 batch load programs for data conversion using LSMW due to time critical and sensitive project.
* Led the Data Conversion Strategy and SAP Benefits impact analysis for AbbVie separation from SAP HCM system which was under TSA (Transition Service Agreement).

**Compensation:**

* Compensation templates, route maps, pick list, eligibility rules and guidelines and pay components.

**Personnel Administration**

* I was supporting PA system, and was mainly supporting following important requirements.
* Resolving high priority support ticket related to production system.
* Configuration new and existing enterprise structure, new actions, and new dynamic actions.
* Integration with third party payroll service provide exchange employee master data using PU12 Created the personnel areas and personnel sub areas.
* Identified the required employee groups and sub groups.
* Created the number ranges intervals and assigned them to different employee subgroups through NUMKR feature.
* Created the personnel action like hiring, transfer, organization reassignment and separation.
* Involved in the Integration of Personnel Administration with Organization Management.

**Organization Management**

* Configured customer specific object codes and actions to create organizational objects.
* Clearly identified the Org. Structure and then mapped it on to the SAP OM Module.
* Created and configured the Organizational Structure and built all the valid relationships using transaction codes PPOCE and PPOME.
* Configured the features PINCH and VDSK1 to default the administrator groups and the organizational key Developed end user training program for Personnel Administration, including Personnel Actions, Maintain Master Data and Display Master Data. And Personnel File.
* Designed and performed unit testing and integration testing of Organizational Management and personnel Administration.
* **Benefits:**
* Health Plans - Defined Health plans, Options for Health Plans, Dependent Coverage Options and Cost Formulas and assigning Health Plan Attributes, and Wage Types
* Insurance Plans -Defined Insurance Plan general Data, Coverage Formula and Cost Formulas and assigning Insurance Plan Attributes and Wage Types.
* Savings Plans -Defined Savings Plan General Data, Employee Contribution Rules, Employer Contribution Rules, Vesting Rules and Schedules
* Configured Evidence of Insurability (EOI) conditions for health and Insurance plans.
* Integrations of Benefits with Payroll.
* Maintained features like BENGR, BSTAT, ELIGR and TRMTY for enrollment, maintenance and termination.

**Payroll (PY)**

* Defined additional payment, recurring payment and wage types (LGMST-default the wage type) and maintained the tables T512W, T511, T52DZ, T539J.
* Created and maintained date and period modifiers to change payment dates as per requirement configured the tax models for the enterprise and maintained the tax wage types.
* Configured Third Party Remittance for Garnishments and assigned rules for Garnishments.
* Check third party remittance for garnishment wage types.
* Check for the garnishment wage types are processed correctly during third party Remittance.
* Processing expenses and overtime claims.
* Worked with for clearing claims involves running payroll for affected employees.
* Worked with reports on Claims.
* Developed the custom information templates, functional and technical detail design specifications for payroll.
* Developed Business process procedures, Business Blue prints, functional and Technical specs in Compensation management in Comparison of Annual Salaries of previous and current year.
* Customized payroll schema and PCRs as per the business requirement.

**ABAPHR**

* Experience working with data migration using LSMW and BDC for loading the customer, vendor and material master data from legacy system to SAP.
* Experienced working with creation of ALEIDOC segments, partner profiles, RFC destination, message type creation.
* Developed classic and custom BADI (Business addin) implementations to enhance the standard SAP functionality. Experienced with development of filter use and multiple use BADI implementation.

**Marathan Oil, USA India Dec 2011 - Sep 2013**

**SAP HCM Senior Consultant**

**Responsibilities:**

**Payroll:**

* Configured Wage types, off-cycle Wage Types and their permissibility over various Info types, Processing Class, Cumulating Class and Evaluation Class for Wage Types as per business rules.
* Maintained Garnishment related Infotypes and resolved the Garnishment related issues.
* Maintained custom US Payroll Schema
* Setting up of the different info types (0007, 0008, 0009, 0011, 0014, 0015, 0207, 0208, 0209 and 0210) required for running payroll.
* Modified standard PCRs to meet the client requirements.
* Configured Tax authorities, Tax Areas, Tax Types, Tax class, Tax Models.
* Maintained Tax infotypes.
* Defined pre tax deductions and post-tax deductions.
* Configured Wage type models.
* Worked on the SAP payroll-GL integration.
* Configured and maintained the features such as ABKRS for default payroll area, LGMST for default wage types, TARIF for default pay-scale data.
* Created and Assigned wage types to symbolic accounts for general ledger(GL) posting.
* Worked on payroll driver RPCALCU0. Worked with the standard program RPCDTCU0 for the pre-DME process, RFFOUS\_C for paycheck generation and RFFOUS\_T for direct Bank deposit.
* Involved in unit testing of the complete payroll process and also responsible for User Acceptance test.
* Maintained Permissibility of various wage types under IT 0008 and IT 2010 for various personnel areas.
* Developed the custom information templates, functional and technical detail design specifications for payroll.
* Played major role in providing inputs to functional team to develop custom reports for the client.

**Time Management (TM)**

* Created and maintained work schedules (WS), period work schedules (PWS), daily work schedules (DWS), and monthly work schedules rules and planned working time (PWT).
* Worked on Time Recording - Substitutions, Absences, Absence Counting, Absence Quotas, Leave Entitlement, and Overtime.
* Maintained Absence Types & Absence Quotas applicable to different employees groups.
* Evaluated time using Time evaluation report RPTIME00 and modification of Time evaluation schema TM04 as per the business requirements.
* Modified Time Management PCRs.
* Integration of time evaluation results with payroll.

**Personnel Administration**

* Configured the enterprise structure and the pay scale structure for the enterprise.
* Created dynamic actions to populate infotype 0041, “Date specifications” for certain actions.
* Involved in the customization of the infotype 0015, “Additional payments” using the transaction code PM01 to contain additional fields useful for processing of the interface to be sent to the county.
* Configured reasons for personnel action, “AA: Re-hire” to handle the additional assignments. Created Ad-Hoc queries according to the client needs.
* Configured the Enterprise structure (Personnel Area, and Personnel Sub Area) and the Personnel Structure (Employee Group, Employee Sub group) using the tables T001P, T500P, T501 and T503K.
* Worked on the Internal and External number range allocation for the employees.
* Configured the various personnel Actions involved in the life cycle of an employee. (Hire till Termination of Employee) and customized the info groups for each of the actions.
* Customized personal data, family data and addresses to facilitate entry of employee information.

**Organization Management (OM)**

* Implemented SAP Organization Management OM end to end (Preparation, Blue Printing, Realization, Final Preparation, Go Live and Support).
* Configured organization structures (Organization units, Positions, Jobs, Job families).
* Configured organization structure.

**Testing**

* Involved in up gradation of ECC6: EHP5 to EHP6
* Engaged in manual testing as a part of up-gradation process.
* Created Test Plans and Test Cases for positive and negative Time management scenarios and executed.
* Involved in integration/Testing of employees attendance, absence, leave information in to SAP time management using 3rd party website.
* Worked on Payroll and Benefits testing during the up-gradation process
* Worked with technical team to incorporate all company policies and procedures related to employee compensation hours in 3rd party website and tested them accordingly.

**Environment:** SAP-HCM,SAP R/3 6.0, EHP5, EHP6, Windows 2000/NT

**AT&T India Feb 2010- Sep 2011**

**IBM India Pvt ltd**

**SAP HCM Consultant:**

**Responsibilities:**

**Organization Management OM**

* Implemented SAP Organization Management OM end to end (Preparation, Blue Printing, Realization, Final Preparation, Go Live and Support).
* Successfully implemented Organization Management as corporate governance fully integrated with all related applications.
* Configured organization structures (Organization units, Positions, Jobs, Job families).
* Configured custom PD objects and relationships for Medical, Air ticketing and benefits entitlement.
* Configured Authorities and resources using HRP1010 for organization levels, Divisions, department.
* Configured number ranges.
* Synchronized Organization structure with corporate job descriptions.
* Developed several custom reports using standard objects, custom objects, standard and custom relationships.
* Configured custom evaluation paths for Organization management reporting.
* Wrote functional specifications for functional modules, which were used in workflows agent determination (leave approvals, trip approvals, training approvals and government services approvals using Organization management).
* Integration of Organization structure with Personnel administration PA using RHINTE\*\*.
* Integration of Organization structure with CRM, SRM, FI/CO cost centers.
* Configure multiple plan versions.
* Localized PPOME interface by adding custom PD info types.

**Personnel Administration (PA)**

* Implemented SAP Personnel Administration PA end to end (Preparation, Blue Printing, Realization, Final Preparation, Go Live and Support).
* Configured enterprise, personnel structure, personnel data, pay scale structure
* Actions, dynamic actions, user interface, features, custom info types
* Interfacing with other systems, custom application development, custom reports

**Payroll**

* Configured Payroll Area (ABKRS), payroll control record, pay periods, and retroactive accounting.
* Utilized the PINCH and ABKRS features to define administrator groups and payroll areas for the customer and relate personnel numbers to administrators.
* Utilized the TARIF feature to assign default pay scale types and areas for the basic pay Infotype 0008.
* Maintained payroll organization, defining period and date modifiers, and generating payroll periods.
* Processed payroll and tax info types 0008, 0009, 0207, 0208, 0210, 0234, 0235 (other taxes USA), 0267 (additional off- cycle) required for running payroll.
* Managed tax related wage types, and tax related processing classes 67, 68, 69, and 70.
* Moved employees HR and payroll data from legacy system to SAP system.
* Maintained custom US Payroll Schema and PCR's as setup by the client.
* Maintained the Processing Class, Cumulation Class and Evaluation Class for Wage Types as needed.
* Payroll Integration with Benefits, Time and FI for payroll postings.
* Completed bank transfers and posted transaction details for review by Finance personnel.
* Assigned wage types to symbolic accounts and assigned them to G/L accounts for posting to FI/CO module.
* Involved in the Up-gradation of BSI Tax factory from 9.0 to 10.0
* Maintained in SAP US Payroll (Gross & Net), Garnishments, Tax Configuration, Tax Reporters, Tax Update Bulletins (TUBS), BSI &SAP integration, year and tax process.

**ESS/MSS - Portal**

* Involved in to the activities of the Customization, configuration and Implementation of ESS (Employee Self Service) module giving all the facilities like who's who, Personnel information, Leave management, Pay slip details, Modify Tax withholding and Time management.
* Designed functionality for updating One Time Payments/Deductions, Recurring Payments/Deductions through ESS/MSS.
* Involved in designing and testing the workflows from Employee to Manager/Payroll specialist groups.
* Documentation of customer-specific requirements to ensure successful implementation SAP system for ESS.
* Coordination with the Portal and ABAP Consultant to deliver the product.
* End User Manual preparation.

**MSS (Management Self Service)**

* Attendance Overview
* Master Reports
* General information
* Maintenance of approval process.

**Integration of OM with other modules**

* Configured ALE Models to integrate OM with CRM, SRM.
* Wrote technical specification for batch job to automatically transfer new origination objects and employee in CRM and SRM.
* Authorization and End User Training
* Developed end user role and JRM with technical consultant using PFCG.
* Configured structural authorization PD profile, and assignment to position.
* Developed and delivered end user training.

**IBM India March 2006 - Aug 2009**

**Senior System Engineer:**

**SAP HR Management Systems**

**Responsibilities:**

**International Payroll**

* I was supporting international payroll, and was mainly supporting following important requirements.
* Resolving high priority support ticket related to production system.
* Incorporating new changes to existing international payroll.
* Configuration of new Wage types, changes to schema, payroll periods, new salary structure.
* Resolving Posting issue to Lawson system, development and enhancement of user exits.

**Personnel Administration**

* I was supporting global PA system, and was mainly supporting following important requirements.
* Resolving high priority support ticket related to production system.
* Configuration new and existing enterprise structure, new actions, and new dynamic actions.
* Integration with third party payroll service provide exchange employee master data using PU12

**Organization Management**

* I was supporting global OM system, and was mainly supporting following important requirements.
* Resolving high priority support ticket related to production system
* Changes to existing organizational structure and organizational restructuring

**Time Management**

* I was supporting global time management system, and was mainly supporting following important requirements.
* Resolving high priority support ticket related to production system
* Configuration of work schedules, attendances and absences, overtime and Time Evaluation Driver.

**Benefits**

* I was supporting global time management system, and was mainly supporting following important requirements.
* Resolving high priority support ticket related to production system.
* Wrote technical specification for benefits and pensions plains (IBMS Non SAP system).
* Global and Concurrent Employment
* I was supporting global and concurrent employment, and was mainly supporting following important requirements.
* Resolving high priority support ticket related to production system.
* Mainly supporting country specifics master data exchange application for concurrent employment business process.
* End User Authorization
* I was supporting end user authorization from functional perspective, and was mainly supporting following important requirements.
* Resolving high priority support ticket related to production system.
* Modifying existing roles and deployment of new roles.
* Integration with other system
* I was supporting SAP HCM integration with other systems from functional perspective, and was mainly supporting following important requirements.
* Resolving high priority support ticket related to production system
* Integration with 3rd party training system, LDAP, Lawson and 3rd party performance management system.

**Education:** Bachelor of Engineering in Computer Science and Information Technology 2004.

**Certifications:**

* **Certified in SAP- HCM**
* **Certified in Successfactors-EC (1602) and PMGM (1605),**