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Profile Summary

- ❑ ~6 years Work Experience

- ❑ Includes 2+ year of experience in SAP Success Factors/SAP HCM Consultant.

- ❑ Training in Success Factor in Employee Center.

- ❑ Project experience includes support.

- ❑ Experienced with the ERP Packages: 6.0 ECC.

- ❑ Knowledge in the configuration of the following SAP R/3 – HR modules; Enterprise Structure, Organizational Management, Personnel Administration, Payroll and Time Management.

- ❑ In-depth analysis of information system needs, evaluating end-user requirements. Effective in work situations requiring an ability to manage multiple and concurrent responsibilities.

- ❑ Systematic approach, quick adaptability to new technologies.

- ❑ Good understanding of HR business process.

- ❑ Acting in client-facing role to determine business requirements

- ❑ Hands on experience in creating, monitoring jobs in provisioning, implementing quarterly upgrades in instance, making configuration changes to the instance

PROFESSIONAL EXPERIENCE

1. Project: - Forte Tech Solutions (SAP HCM Functional Consultant)

    Responsibilities: -

    a. working in support in SF , main lead in SAP HCM

    b. Worked on Foundation Objects & Metadata Framework (MDF) configurations.

    c. Configured Workflows for different event/event reasons.

    d. Worked on Position Management in Employee central.

    e. Worked on Role Based permissions (RBP).

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f.   Good Knowledge on Configuring Employee files and customizing of Employee Central Port lets.

g.   Good knowledge in provisioning system.

h.   Worked on Pick list management.

i.   Worked on Time off process.

2. Project: - MINDA (SAP HR R/3 ECC 6.0)

   Responsibilities: -

a.   Involved in interaction with the clients for new customization.

b.   Close interaction with the ABAP Consultants for new development.

c.   Resolving the issues (tickets) raised by users. Involved in configuring the settings for HR functionalities include OM & PA.

d.   Handling of tickets based on the priority of the issue.

Modules: -

Organization Management

e.   Created and maintained org structure including org units, jobs, positions, assignments, etc.

f.   Integration between OM and other Modules.

g.   Maintained the number ranges for organizational units.

h.   Customized the reporting structure for positions.

i.   Created Organizational Units, Jobs, Positions, & Persons and assigned to cost center.

Personnel Administration

a. Configured Enterprise Structures (Personnel Areas, Personnel Sub-Areas) and Personnel Structures (Employee Group, Employee sub-Group).

b. Maintained the feature NUMKR to the default number range and determined the intervals for personal numbers.

c. Defined Employee attributes Administrator groups and defaulted Administrators using the feature PINCH.

d. Customized info types, created info type menus and modified the screens for some info types as per client requirements.

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e. Setting up of info groups for personnel Actions like Hiring, Organization Reassignment,

f. Termination, Extension of retirement, Expiry of Probation, Promotion etc.

g. Analyzed business processes, requirements and system needs. Involved in documentation and preparation of Documents.

h. Involved in creating hiring actions, organizational reassignment, employee leave maintenance, change in pay, and employee separation/termination.

i. Defined enterprise structure, personal administrative and personal organizational structure, pay scale structure and wage type structure.

j. Customized info types personal data, family related data and addresses to facilitate entry of employee information.

k. Configured user parameters and worked on the internal and external number range intervals for personal numbers

Time Management

a. Configured the public holidays, holiday calendar and factory calendar according to client requirements.

b. Configured the work schedules like Break, Daily, periodic work schedule and maintained work schedule rules according to client requirements.

c. Worked on the Various Time Features.

d. Maintained the features like TMSTA to default the working week and time management status in 0007 info type.

e. Configured attendance/absence types and time quotas.

f. Configured counting rule and deduction rule as per the client requirement.

Payroll (India)

a. Creation of payroll organization, payroll area, period parameter for payroll periods.

b. Creation of Pay Scale structures consisting the elements Payroll Type, Payroll Area, Pay Scale Group, Pay Scale Levels and the Employee Subgroup for the CAP & PCR.

c. Creation of Basic wage type for payroll accounting.

d. Generation of Payroll Periods.

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e. Creation of pay scale groupings for allowance and additional payments.

f. Calculate Eligibility for RAPS (reimbursements, allowances, perks).

g. Defined Period modifier, date modifier and generated Payroll periods.

h. Configured wage types and their characteristics.

i. Maintained Info types like Basic Pay (0008), Recurring Payments/Deductions (0014), and

Additional Payments (0015).

3. Project: - MTS MTS (Functional Consultant - SAP HR R/3 ECC 6.0)

Responsibilities: -

a. Configuration of Various objects and actions.

b. Understanding the business process enhancements of the client and gathering the information about business demands.

c. Configuring the data as per Client requirement and Supporting Project manager in documentation.

d. Involved in end user training and preparation of end user manuals .

e. Weekly meetings with the client on SLA and Process Improvement.

Modules: -

Organizational Management

a. Creating Organization Structure using Simple Maintenance

b. Maintained the number ranges for organizational units

c. Create Organizational units, Jobs and their description, Positions and their description, and Tasks through Expert Mode.

d. Developed enterprise structure to fit company needs including personnel area, personnel

e. Subarea and employee group and employee subgroup.

Personnel Administration

a. Defined Enterprise Structure, Personnel Structure, Pay scale Structure and Wage Type Structure.

b. Customized personal data, family data and addresses to facilitate entry of employee information.

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c.   Created personnel action and reasons for action as per the client requirement

d.   Configured the Basic settings to maintain Employee master data within the Respective info types and to maintain flow of personnel actions using the transaction code PA30 and PA40.

e.   Configuration of Screen Headers and Screen Modification according to client requirement.

f.   Defined and generated the features such as ABKRS for default payroll area, NUMKR for default number ranges, IGMOD maintain to control Info group for specific actions.

Time Management

a.   Created Holiday Calendars and Factory Holiday calendars Holiday Classes and customizing

b.   Work Schedule, Attendance's, Absences.

c.   Defined Break Schedules.

d.   Defined various work schedules like daily, period and monthly work schedules.

e.   Defining absence, customize Quota type, counting rule, rounding rule, quota deduction rule

f.   Created and Configured Work Schedules.

g.   Created and Configured Paid and Unpaid Absence along with Absence Quota.

h.   Maintained feature like SCHKZ.

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