Faith Jagunla, MBA

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Professional Summary

Exceptional leader talented at Workday HCM Functional Configurations, along with Security and Reporting. Contributed to various clients ranging from Hospitality, Pharmaceutical, Healthcare consulting with diverse skill pool. Outstanding relationship building, training and presentation skills. Experienced in Understanding business requirements, Organizational hierarchy set up. Demonstrated end to end Solution management Capabilities with in-dept Knowledge of Calculated Fields Function and usage in Advanced Reporting of Related Business Object. Expertise in HR & Payroll Policies & Process from hire to retire. Alongside Possess strong communication and interpersonal skills. A dynamic go-getter & quick learner with ability to work under pressure & deadlines.

Skills

- ERP Modules (Workday, PeopleSoft, Lawson HCM
- Workday HCM, Custom Reports, Business Process, Workday Integration/Configuration, Workday Payroll, Supervisory Organization, Position Management. Calculated Fields)
- Lawson Payroll Testing, Payroll Cycle run, Payroll reports
- Tools (Workday EIB, Workday Report Writer, Document Transformation, SAP Crystal Report)
- SOX Compliance & SAP Business Object
- Service now Ticketing Tools Functional/Technical Specs. Superior time management

Experience

Hackensack Meridian Health   Mar 2018 – Till Date
Workday Business Analyst

- Requirement gathering and analysing Design Specifications.
- Responsible for the design, configuration, testing, validation, training, and support of the Workday application and/or other assigned applications.
- Responsible for planning, , testing, implementation, data management, customer reporting, and user support for a human resource information system (HRIS) including integration with other business applications.
- Managed the implementation project for Workday modules: Recruiting and Onboarding.
- Identify and analyse root causes of issues impacting systems functionality and user experience through system testing and user feedback.
- Led the planning, execution, and implementation of HRIS projects.
- Ensure the design and development of standard ad-hoc reports and integrity of key HR data sets to facilitate insight and decision making by management and staff
- Responsible for configuration and support the HCM system Integration with third party applications like DocuSign.
- Participated in the development of workflows, system configurations, and change documentation on new application functionality for HR processes.

- Cultivated excellent long-term relationships with clients, maintaining ongoing communication and facilitating solutions to address concerns
- Worked directly with HRIS director, Translate Business Requirements to Technical Document
- Day-to-Day Activities such as Re-Assigning/ Approving Business Tasks, Assigning/Removing Roles both on Location and Supervisory Org Level), Movement of Workers from one Supervisory Org to Other etc

Senior Workday HRIS Specialist, 09/2016 to 05/2017
Interstate Hotels & Resorts – Providence Rhode-Island

- Subject Matter Expertise in Supervisory Org's, Location Hierarchies, Org Structure, Role Assignment and Staffing Models
- Involved in the approach of maintaining Confidential Requisitions, Prospects and Candidates
- Act as a liaison between Business owners, technical team, and vendors to successfully Integrate multiple 3rd party systems like DocuSign, Kaba Clock and Facilities Management systems with Workday
- Developed Payroll pay-groups, assigned rules based on location with corresponding pay group. Researched and updated all required materials needed for firm and partners. Drafted security operating procedures and training materials for the human resources department.
- Manage Workday major releases, identifying impact and enhancement opportunities associated with a new release, and communicating appropriately
- Created reports to tell when documents part of the onboarding process has been designed/completed by using the Worker and review documents business objects for the fields requested.
- Developed various calculation fields on specific reports to pull the required data.
- Developed advanced reports where I had to use different business objects and related business objects in developing awaiting steps in performance business processes.
- Developed Connector Integrations like Worker and configured document transformation in B.P.
- Worked on developing the reports for business partners for specific purposes.
- Creating new fields to add to a custom report such as creating a Date Difference calculated field etc
- Actively involved at time of Data Migration from PeopleSoft to Workday.
- Participate in the design and optimization of all global HR processes.
- Worked extensively on setting up Security Roles and creating Custom Security Roles in Workday
- Good Knowledge in maintaining the various security groups like Role Based Security Group, User Based Security Group, and Job-based Security.
- Day to day support of Workday HCM, Compensation and Reporting issues
- Experience in all phases of the Workday implementation lifecycle – Requirement gathering, Analysis, Configurations and Testing.
- Good understanding of Workday architecture and business process framework.

Workday Support, and Enhancement, 08/2014 to 04/2016
Deloitte – Boston MA

- Worked as Support for the Workday implementation project and Production support.
- Involved in preparing the Functional Design Document.
- Created custom reports using the Advanced report type that sort, filters, prompts, groups, and totals the data.
- Created various matrix report that summarizes data and uses drillable fields.
- Used calculated field to display data from a related business object on a report.
- Troubleshooting why a user cannot access a report or see certain data on the report.
- Helped client in understanding/building custom reports and participated in knowledge transfer sessions with HR partner.
- Created custom reports for the integration team, which are used as an input to build different integration such as EIB, Core Connector.
- Well-versed with building Advanced and Composite custom reports and a thorough understanding of Workday data sources.
- Provided pre and postproduction support for Integrations.
- Client interaction
- Worked on building Workday integrations between Workday and vendor/internal systems.
- Built integration to bring employee contribution percentages changes to Workday from external vendors.
- Responsible for collecting requirements for integrations for Core HCM, Benefits, and payroll.
- Created test cases and business use cases for Payroll cycle run.
- Responsible for building integrations to report taxes to ADP for periodic, monthly, and quarterly tax filing.
- Responsible for year-end testing for W4 tax calculations.
- Developed integrations and functional reports to report out massive data from Workday.
- Performed three rounds of system testing which involves connectivity test, file formatting, and business cases.
- Set up benefit Testing plans for health insurance & retirement calculations
- Set up open enrolment.
- Used workday benefits to update benefit plans and transition employees to new and changing benefits during mergers and acquisitions.
- Created benefit plan year definition and dynamic benefit groups.
- Created eligibility rules, benefit event types, and enrolment event rules.
- Used eligibility rules to assign executive management staff to a single benefit group, salaried employees to a second group, and hourly employees to a third group.
- Used Workday Payroll and Benefits together to integrate worker benefits with their associated costs including defined benefit plans, configuring payroll earnings and deductions for benefits, and integrating with third-party benefits providers to handle contribution amount.
- Configured workday time tracking so that workers, administrators, and others can enter time and overtime, premiums, and other payment policies can be applied.
- Set up time entry rules and created time period schedules to define the dates for which workers can enter time.
- Created a structure for holding the information and calculating payroll right before loading company payroll history and data into the workday.
- Automated the calculation of on-cycle payroll for regular run categories. Calculation ran every 5 minutes, updating workers' pay results as pay impacting events occur.
- Ran Full Payroll cycle bi-weekly along with rigorous Testing and Data Validation
- Fully involved in Year-end close for Payroll and HCM Applications.

Education

Bachelor of Science: Computer Science and Information Systems, 2007

Masters in Business Administration (MBA) 2014.   Johnson and Wales University Providence RI

Training

- Workday HCM Trainings
- Workday Integrations/Reporting/Security
- Workday Calculated Fields
- Workday Business Processes
- Peoplesoft Fluid 9.0-9.2 Training
- Lawson HCM Training
- Lawson Payroll Training