Hema D.

HemaDommaraju.professional@gmail.com

A motivated and proactive individual with a wide range of HR and IT knowledge with expertise in Finance, Banking, Retail and Logistic domains. Over all 12+ years of experience with 5+ years of Experience in Workday Human Capital Management as Functional Consultant. Versatile to adapt quickly to changing circumstances and systems to maintain strategic vision of the organization. Efficiently carries out tasks that are time sensitive under aggressive deadlines to guarantee growth and success of the organization. A team player possesses high intrapersonal skills and who values collaboration, communication and very strong work ethics.

Technical Skills:

Workday Modules : Workday Core HCM, Benefits, Compensation, Advanced Compensation, Payroll, Time and Absence, Workday Security.
Workday Report Writing: Simple, Advanced, Matrix, Search, BIRT.
Workday Integrations : Enterprise Interface Builder (Inbound/Outbound), Core Connectors (HCM, Compensation, Advanced Comp, Payroll, Time, Benefits), Document Transformation (XSLT)
BI Tool : Tableau Desktop
SDLC: Agile Methodology, Scrum, Waterfall

Status: US Citizen

Soyo Soft, Inc
University of Virginia, VA **Jan 2019 – Present**
Workday Functional Consultant
Responsibilities:

- Requirements gathering and analysis, business process design, configuration, and testing,
- Helped customers implement Workday **Core HCM, Benefits, Compensation, Advanced Compensation and Payroll**.
- Assisted with ongoing day to day Workday compensation support, creation of Job Profiles, **Grade Profiles and Compensation plans**, HCM, Recruiting and Security issues.
- Involved in the design phase and prototyping for further discussions with the client.
- Configured business processes by adding new BP steps.
- Experienced in working on **Workday releases**, updates and audits reports
- Created Role based, User based, Intersection, Segment based, Org based, and Aggregation security group based on client requirement.
- Worked on assigning Benefits like **Health Insurance, Commercial insurance, 401k plans and allowances** based on the requirement.
- Helped the team in functional configuration and technical integration of the Workday application.
- Worked on Simple and **Advanced Reports**
- Built industry standard reports like List Reports, Matrix Reports, Calculated Fields, Conditions and Eligibility Rules that apply to the parameters of the report.
- Generated custom Workday reports and modified the existing custom reports for HCM, Benefits, Compensation, and Advanced Compensation, Payroll.
- Scheduled Custom reports to run Weekly, Bi-Weekly and Monthly based on requirement.

- Provide Engagement Manager with status reports and keep them apprised of overall project status
- Worked on testing the data and security issues with the data from the reporting prospective and troubleshooting Day to day production issues.
- Configured Workday hcm modules business process and report writing

DXC Technologies
Client: Food Service Center, Inc. MO **Nov 2016 – Dec 2018**
Role: Workday Consultant
Responsibilities:

- Involved in Workday Functional HCM configuration with responsibilities including **Staffing Models, Job and Positions, Compensation, Hiring, Benefits, Defining Business Processes and Security Groups, Customized Report Generation**.
- Identify opportunities to make improvements to customers' processes through innovative use of technology or Process redesign.
- Gather detailed business requirements and automate business processes to enhance the current application systems, including reporting
- Worked with the business team to review report requirements. Maintain/Assign security role assignments.
- **Rollout new comp plans for executive** team members
- **Implementation of** Compensation and Benefits, creating plans, eligibility rules
- Analyze data, develop and generate routine and ad-hoc reports
- Create standard/**custom quarterly, annual** and ad-hoc reports as needed by the business
- Developed EIB's to send the employee demographic details of different organizations, location data and organization data.
- Created advanced reports for all the **active, terminated and retired employees** with or without pay from different organizations.
- Facilitate the development of solutions which are sustainable in the current organization structures and tools
- Create Data flow and workday System configurations

Eureka InfoTech, Inc. NY **Jan 2011 – Oct 2016**
Managed and supervised day to day company activities. Direct work to recruiting, marketing, and sales staff and supervise them. Managed Company Clients, Vendors and Supplier contracts and maintained business relationships with all. Coordinated and worked with ADP for payroll, accounting firm, immigration attorneys, banks, Health and Commercial insurance companies including NYL.

- Hired Recruiters and Sales Team for marketing
- Managed salaries, Benefits like Health Insurance, Term Insurances and 401k plans.
- Coordinated with **ADP for payroll and Taxes**.
- Closely worked with Health Insurance and Term Insurance companies to determine integration requirements.
- Day to day bank transactions maintained in Quickbooks
- Maintained Time sheets and Generated Weekly, monthly and annual standard Reports for Management

Goldman Sachs, NJ **Apr 2010 – Dec 2010**

Programmer Analyst
Responsibilities:

- Created tables, views and stored procedures for storing, retrieving and maintaining the data.
- Developed applications in ASP using SQL Server.
- Extensive use of JavaScript, VBScript, HTML.
- Designed and Created Bi-weekly and monthly reports for the Users.
- Exported and Imported data from SQL Server database.
- Modified applications according to the Users requirements.
- Performed Unit testing of the application.

DB Schenker, Inc., Freeport, NY **Jan 2007 - Dec 2009**
Quality Analyst
Responsibilities:

- Monitor and the test and defect status report
- Responsible for discussing the open issues with Developers including Business requirement clarification, in-formal, formal test case review, test execution report, defect status.
- Tested the application in cross browsers such as Internet Explorer 8, Mozilla Firefox and Safari.
- Developed Traceability Matrix and Test Coverage reports
- Performing extensive Database Validations and verifications using Complex SQLs.
- Tracked the defects using Trac and generated defect summary reports.

Environment: SAP and Bamboo HR

CitiGroup, NY **Jan 2005 – Nov 2006**
QA Analyst
Responsibilities:

- Performed all tests as per scripts identified by the Lab Manager/ Test Process Managers.
- Support any adhoc retests as requested by the Process Manager and report on the results.
- Identify system environmental troubles and report such issues immediately to Lab Manager for escalation.
- Participated in daily environmental calls to determine stability of test regions and to report issues accordingly.
- Participated in STR triage and review conference calls with Test Process Managers and developers.

EMPLOYER CONTACT: 2016238720