Lead Workday Report Developer

Apply

Bonifacio Global City, PHL

Full time

Posted 16 Days Ago

R0145569

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The Lead Workday Report Developer will serve as a subject-matter expert of HCM report development and will build and advance our global HR reporting infrastructure. Under the guidance of the Manager, Workday Reporting Development, the incumbent will play a key role in supporting and developing global reporting solutions to support the consolidation of HR reporting across the enterprise. The individual plays a key role in all phases of report development from gathering requirements to conducting User Acceptance Testing. Interacts with various HR teams and departments, gains experience with the most sought after HCM technology, and develops reports to be used in countries all around the world.

Responsibilities:

- Participates in, and may lead, requirements gathering sessions for new Workday reporting requests.
- Assists in creating project plans and provides level-of-effort estimates for project tasks.
- Creates and maintains custom reports and calculated fields based on user requirements.
- Designs, configures, sets up, and maintains dashboards, alerts, and scheduled reports.
- Tests and validates reporting solutions for completeness and accuracy. Analyzes and optimizes report performance.
- Designs testing scenarios and training material.
- Educates end-users on reporting capabilities, and continuously seeks reporting enhancements to support evolving company requirements.

- Troubleshoots issues and appropriately escalate issues not able to be resolved.
- Leads review sessions for future releases, analyzing impact and communicating changes to key team members.
- Maintains awareness of current trends in reporting and best practices.

Qualifications:

- 5 – 8 years related experience or an equivalent combination of education and experience
- 5+ years of experience with HCM reporting
- 3+ years of Workday reporting
- Experience gathering and evaluating business requirements. Ability to work through ambiguous requirements
- Experience developing comprehensive reporting solutions
- Exposure to various HR related departments (Human Resources, Compensation, Benefits, Labor Relations, etc.)
- High degree of integrity and ability to maintain confidentiality of data
- Ability to communicate technical concepts to non-technical users
- Strong desire to continue learning about new HCM technologies
- SHRM Certification (SHRM-SCP, SHRM-CP) a plus