**Hemraj Singh**

Certified SAP SuccessFactors EC Consultant

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**Summary:**

* 3+yr experience in SAP SuccessFactors Employee Central (EC) implementation, configuration, support and 10yr exp in US recruitment.
* Proficient in Foundation Objects, Workflows, Role-Based Permissions (RBP), data migration, and report generation.
* Skilled in SAP extensibility tools (MDF, XML) and custom development.
* Proven ability to optimize HR processes, enhance system efficiency, and tailor solutions to meet client requirements.
* Experience in Design, configure and implement Employee Central modules based on client requirements and industry best practices.
* Creating Event Reasons and workflows with respective Dynamic Roles and Dynamic Groups.
* Good knowledge in managing Permission Groups, Permission Roles, and Target Groups. Hands-on experience in creation of Picklists and mapping the Picklists to the Objects.

**Certifications:**

* SAP Certified Application Associate – SAP SuccessFactors Employee Central Core

**Education:**

* Bachelor of Computer Applications (BCA) from CCS University in Meerut in 2008.

**PROFESSIONAL EXPERIENCE:**

**Avansa IT Solutions Pvt. Ltd. Feb 2024 – Jul 2024**

**Role:** Associate SAP SuccessFactors Consultant

**Project:** Implementation and Support

**Responsibilities:**

* Monitored open tickets and closed them based on priority, ensuring client satisfaction.
* Configuration of foundation objects and generic objects and importing foundation objects to Employee Central.
* Collaborate with stakeholders to translate business requirements into effective Employee Central configurations.
* Custom Development and implement custom solutions and enhancements to meet specific business needs, utilizing SAP SuccessFactors extensibility.
* XML & MDF Configuration of Data Models- Job Requisition (JRDM) / Candidate Profile Template / Candidate Application Template / Offer Details Template.
* Configured workflow and event reason rules.
* Coordinating with other HR systems to ensure seamless data flow regarding time-off balances and usage.
* Managing candidate sourcing, Applicant Tracking, Interview management, offer management etc.
* Worked on data migration to upload employee data & Foundational data.
* Support projects of SAP SuccessFactors - Recruiting Management
* Strong hands-on experience in configuring Employee central module - Custom objects, Role based permissions (RBP), Report Center.
* Created rules for HRIS elements and MDF objects to meet customer requirements.
* Configured Workflow Approval Process and Event Reasons.
* Picklist management and import and export employee data.
* Configure workflows, business rules, and user permissions within Employee Central to optimize HR processes.
* Proficiency in system configuration, custom development.
* Experience with SAP SuccessFactors APIs and extensibility tools.
* Updated, maintained, and uploaded Employee and Non-Employee (Contingent Workers) data in various EC portlets such as Personal Info, Job Info, Comp Info, and Custom MDF portlets.

**Tekfortune IT India Pvt Ltd. Sep 2020 – Jun 2023**

**Role:** Associate SAP SuccessFactors Consultant

**Project:** Implementation and Support

**Responsibilities:**

* Design, configure and implement Employee Central modules based on client requirements and industry best practices.
* Monitored open tickets and closed them based on priority, ensuring client satisfaction.
* Involved in User Acceptance Testing, prepared test documents and provided on-going post-deployment & post-implementation support.
* Supporting Recruiting Settings, Route Maps, Applicant Status Set, assessment Scales, Interview Central & Interview Scheduling.
* SAP SuccessFactors reporting tools to analyze time-off data, enabling strategic workforce planning.
* Attending, assessing & implementing change requests as per the client requirement.
* Collaborate with stakeholders to translate business requirements into effective Employee Central configurations.
* Configure workflows, business rules, and user permissions within Employee Central to optimize HR processes.
* Picklist Management: Picklist creation, association, low-level to high-level Relationship.
* Analyze data, generate (Table, Canvas, Dashboard & Tiles) reports, and recommend process improvements within Employee Central.
* Implementation and support projects of SAP SuccessFactors - Recruiting Management
* Provide ongoing client support and troubleshoot issues related to Employee Central
* Custom Development and implement custom solutions and enhancements to meet specific business needs, utilizing SAP SuccessFactors extensibility tools and APIs.
* Conducted Gap-analysis between current & future processes and Configuration, Command Center.
* MDF Configuration of Data Mode Configured MDF Objects such as legal entities, divisions, departments, Business unit, cost enter, pay group, Job function, Job Classification etc.
* Configured foundation objects such as Location, Geo zones.
* Worked on position management settings, synchronization rules, defined position generic objects, permission checks, job code rules, and approval workflows.
* Configured custom Workflows, Picklists and Event Reasons when customers needed.
* Configuring Role based Permissions (RBP) as per Workbook.
* Resolved technical issues faced during the course of implementation.
* Involved in User Acceptance Testing, prepared test documents and provided on-going post-deployment & post-implementation support.

**Enterprise Solution Inc. (INNOVA AM TECH LLP) Dec 2018 – Jun 2020**

**Talent Acquisition Lead**

**Responsibilities:**

* Performed resource and recruitment functions including candidate sourcing, screening, interviewing, and reference checking, and extending of job offers.
* Attend the client meeting and learn more about the requirements, priority position etc.
* Follow up with the client for interview and feedback etc.
* Maintain Excel sheets for Requirement Tracking, Interview Feedback Tracking, Undeserved Requirements, and Turn over Time Management**,** etc.
* Handling interview schedule and upload consultant profile on VMS (IQN, Agile1 and Fieldglass).
* Worked with Client like: GAP, Walmart, State of NJ, State of Michigan, PG&E, FRB etc.

**Tanisha Systems Pvt. Ltd. Nov 2017 – Dec 2018**

**Talent Acquisition Specialist**

**Responsibilities:**

* Performed resource and recruitment functions including candidate sourcing, screening, interviewing, and reference checking, and extending of job offers.
* Handling team management, mentor fresher people and maintain Excel sheets for Requirement Tracking, Interview Feedback Tracking, Undeserved Requirements, and Turn over Time Management, etc.
* Achieved a good conversion ratio of submittals into interview and placement. Exceeded the targets consistently.
* Worked with Client like: Cognizant, HCL, Hanu etc.

**Pyramid IT Consulting PVT. LTD. Sep 2015 – Nov 2017**

**Sr. Executive Resource**

**Responsibilities:**

* Performed resource and recruitment functions including candidate sourcing, screening, interviewing, and reference checking, and extending of job offers.
* Maintain Excel sheets for Requirement Tracking, Interview Feedback Tracking, Undeserved Requirements, and Turn over Time Management, etc.
* Sourcing using JOBDIVA (ATS), Monster, Dice Search, CareerBuilder some others free job portals to locate new candidates.
* Worked with Client like: Kaiser Permanente, Union Bank, SVB, Intel, Wal-Mart, WCIRB, Intuit, Wells Fargo etc.

**Saviance Technologies, Noida Mar 2014 – Sep 2015**

**Talent Acquisition Specialist**

**Responsibilities:**

* Search, screen candidates on IT infrastructure, telecommunications, web applications and programming for contract positions with various companies throughout the United States and matched with the openings.
* Maintain Excel sheets for Requirement Tracking, Interview Feedback Tracking, Undeserved Requirements, and Turn over Time Management, etc.
* Handling interview schedule and upload consultant profile on Agile1.
* Work toward redeployment of consultant with the same or different clients.
* Worked with Client like: HCL, AT&T, Experis, ISCS, Sanofi, BD, Novartis etc.

**Pyramid IT Consulting PVT. LTD. Jul 2013 – Dec 2013**

**Sr. Executive Resource**

**Responsibilities:**

* Performed resource and recruitment functions including candidate sourcing, screening, interviewing, and reference checking, and extending of job offers.
* Managed entire recruiting process of identifying sources, reviewing qualifications, interviewing the candidates, finalizing the selections, and generating offer letter.
* Sourcing using JOBDIVA, monster, dice search, CareerBuilder some others free job portals to locate new candidates.
* Responsible for Distributive and Integrative Negotiation process for pay rates and mark ups for candidates and clients.
* Worked with Client like: AT&T, Accenture, Cognizant, PepsiCo etc.

**ROSE IT SOLUTIONS PVT. LTD. Nov 2009 – Jul 2013**

**Talent Acquisition Specialist**

**Responsibilities:**

* Worked with Clients: Kaiser Permanente, Chevron, Care Fusion, Union Bank, PG&E, Disney, BOA, Verizon, Intuit, Autodesk etc.
* Search, screen candidates on IT infrastructure, telecommunications, web applications and programming for contract positions with various companies throughout the United States and matched with the openings.
* Responsible for uploading original resumes of candidates in QPRO (ATS).