

# POOJA TATIPAMULA

## SAP SuccessFactors Certified Consultant

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### SUMMARY

Dedicated and results-oriented SuccessFactors Administrator with over 2+ years of experience in maintaining and optimizing various modules within the SuccessFactors suite. A good track record of success in system management, user support, and assisting with process changes.

### EXPERIENCE

#### SAP SuccessFactors Consultant

09/2022 - Present

#### Intellect Bizware Services Pvt Ltd

Mumbai, Maharashtra

##### PMGM System & Reporting Module Implementation & Customization

- Demonstrated PMGM system to business and gathered requirements.
- Customized performance management templates, route maps, rating scales, goal templates and IDP templates.
- Configured goal states, permissions, custom fields, and competencies in the Competency Library.
- Configured competencies in the Competency Library, including bulk imports/exports and mapping to PMGM forms.
- Developed and configured PMGM forms, including XML coding for goal templates within the Provisioning instance.
- Created button permissions and field-level permissions within performance forms, ensuring appropriate access controls.
- Email Notification settings for both EC & PMGM module.
- Provided guidance and training sessions for end users for Launching Forms, Performance Cycle, Routing forms.
- Configured custom and standard reports, dashboards, and advanced reports (Canvas, Pivot Table, Table reports) for all the Modules.
- Scheduled reports to push to SFTP servers.

##### Employee Central (EC)

- Configured MDF objects, foundation objects, associations, workflows, and picklists in Employee Central (EC).
- Managed role-based permissions (RBP) for different user roles (ESS, MSS, HRBP, etc.).
- Imported client-side employees master data into SAP SuccessFactors EC system.
- Configured Custom MDF/Generic Objects as per the requirement to add as portlet in Employee People Profile.
- Configured Proxy Management Access.
- Hire and Rehire of employees into the instance.
- Configured Company logo, customized Quick Actions on Home Page.
- Configured position management settings.
- Managed new employee hiring and data imports.
- Managed ticket trackers, dashboards, and handled administrative tasks of weekly calls.
- Interacted with clients via weekly calls, ticket updates, and demos to gather requirements and provide solutions.
- Raising incidents in SAP launchpad on behalf of team.
- Raised SAP enhancement requests.
- Produced scope documents, test scripts, user acceptance testing (UAT), and user guides for PMGM, EC, and reporting modules.
- Provided troubleshooting and end-user support for system-related issues.
- Managed instance refresh activities and configured post-refresh settings.
- Delivered module demos to new customers, showcasing system capabilities and business value and actively supported the recruitment process by interviewing multiple candidates for PMGM and EC roles.
- Acted as the primary point of contact for clients, translating business needs into effective SAP SF solutions and ensuring timely project delivery.
- Mentored junior Associates, reviewed their configurations, and ensured best practices and data quality standards were followed.

### PROJECTS

#### Client: Essar Oil UK Limited

Project: SAP SF Implementation and Support

#### Client: Bajaj Consumer Care Ltd (BCCL)

Project: SAP SF Implementation and Support

#### Client: Avenue Supermarkets Ltd (DMART)

Project: SAP SF Implementation and Support

#### Client: Jyothy Labs Limited (JLL)

Project: SAP SF Support



### KEY ACHIEVEMENTS

1. SAP Certified Application Associate - SAP SuccessFactors Performance and Goals

2. SAP Certified Application Associate - SAP SuccessFactors Employee Central Core

3. Appreciation Emails

**Received multiple Appreciation emails from client for the seamless and excellent delivery of work within a restricted time span.**

### EDUCATION

#### BACHELOR OF MANAGEMENT STUDIES (FINANCE)

SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE

2021 - 2022

### SKILLS

Requirement Briefing ·

Work Planning and Prioritization ·

Complex Problem-Solving ·

Team Collaboration ·

Documentation and Record keeping.

### LANGUAGES

English

Hindi

Marathi

Telugu