Yogita Shukla

Technical Project Management Team Leader

Summary

Yogita Shukla is a seasoned Senior Functional Consultant and Team Lead with over 8.5 years of experience in delivering efficient and high-performance technology solutions. Ms. Shukla's expertise lies in Workday Core HCM, Absence, Time Tracking, Talent, and Performance Modules. In her current role as the Technical Project Management Team Leader at Hitachi Vantara, Ms. Shukla leads global implementation projects, prepares fit gap analysis documents, estimates project efforts, and drives process improvement initiatives.

Knowledge

- **Technologies**: Workday Core HCM, Workday Absence, Workday Time Tracking, Workday Talent and Performance Modules, EIB (Enterprise Interface Builder), WebSphere (eCommerce platform), SQL, MS VISIO

- **Functional Expertise**: Team Management, End-to-End Workday Module Implementation, Time Tracking and Absence Framework Setup, Custom Report Creation (Advance, Search, Matrix, Composite, Nbox), Alert Management, Systems Requirement Specifications (SRS) Creation, HTML/CSS Content Creation, Organizational Structure Configuration, Unit Testing and UAT Participation, Project Management, Business Process Improvement

- **Industry Expertise**: Global project implementation and management, Technical Project Management, Change request leadership, Post go-live support, Migration planning and execution, Release coordination, Security consulting, Resource allocation, Major project approvals, Business process optimization, Classical music achievements (Visharad Pratham)

Hitachi Vantara Experience

Astemo

Technical Project Management Team Leader   Oct 2023 - Current

- Conducted Pre-discovery, Discovery, and Global Design workshops for Core HCM and Talent & Performance in person.

- Managed the entire Fit Gap analysis process.

- Offered Effort estimation and assisted in preparing the project timeline covering the complete life cycle.

- Conducted impact analysis for the Divestiture Project.

- Completed impact analysis for the Hybrid Staffing Model.

- Developed a Tenant build workbook for the scratch implementation of the project.

- Outlined a detailed plan for the Migration approach covering OX, EIB, Advance load, and manual migration.

- Currently focusing on process improvement and simplification of business processes.

- Participated in the Technical Advisory Board to provide workarounds for requirements.

- Contributed to resource allocation for projects.

- **Technologies**: Core HCM, Talent & Performance, Fit gap analysis, OX, EIBs.

Hitachi Energy

Technical Project Management Team Leader   April 2023 – Sep 2023

- Led the Core HCM Change Request project globally for various countries.

- Provided solutions and effort estimations for each Change Request.

- Offered guidance to team members to optimize solutions.

- Conducted daily stand-up meetings with team members and assigned CRs.

- Managed client interactions and addressed new requirements.

- Participated in the Technical Advisory Board to provide workarounds for requirements.

- Contributed to resource allocation for the project.

- Played a key role in MTP approval for Core HCM.

- **Technologies**: Core HCM, OX, EIB, Process improvement, Technical Advisory Board, Change Request management, Client relationship management and Resource allocation

JRA

Technical Project Management Team Leader   Nov 2021 – April 2023

- Led the Discovery, Design, Prototype, System Testing, Train the Trainer, Migration Tenant Build, and Hypercare activities for Core HCM implementation across global countries.

- Led the delivery of the project.

- Provided effort estimation and assisted in preparing the project timeline.

- Documented the entire Design document for the project.

- Executed end-to-end implementation of the Global Resignation Process and Headcount Plan HCM.

- Participated in the release activity for Absence Management.

- Worked on process improvement and simplification of business processes.

- Conducted internal training for Absence Management and facilitated completion of assessments.

- Contributed to the Technical Advisory Board to provide workarounds for requirements.

- Engaged in resource allocation for the projects.

- Played a key role in MTP approval for Core HCM and Absence configuration.

- Supported team members in delivering optimized solutions.

- **Technologies**: Core HCM, Talent & Performance, Fit gap analysis, OX, EIB (Enterprise Interface Builder), Process improvement, Technical Advisory Board, Change Request (CR) management, Client relationship management, Resource allocation, Global resignation process implementation, Headcount Plan HCM, Absence management, Internal training, Assessment support

Prior Work History

Diageo Business Service India

Workday Senior Design Engg   Jan 2020 – Nov 2021

- Worked on setting up the entire framework of Time tracking including- Creating Time Entry Codes, Groups, Time Entry Templates and the Business Process for Entering Time,

Setting up Period schedules, Worker eligibility rules.

- Worked on setting up the entire framework of Absence including- Time Off Plan, Accrual, Time Off, Carryover, Leave of Absence, Intermitted Time off, Cascade leave, Work schedules, Period schedules, Holiday Calendar.

- Worked on Core HCM, Absence, Compensation and Talent & Performance CRs for Global Market.

- Worked on defects and enhancements for the existing configurations, EIB Mass uploads.

- Worked on Release for Absence management and core compensation, Talent release project for Talent review for Organization.

- Worked on projects related to Personal Information (eg: Sexual Orientation, Pronouns, Gender Identity, Ethnicity) and security.

- Worked of Learning modules by creating Digital courses, Campaigns and custom reports.

- **Technologies**:

  - Workday Core HCM, Time Tracking and Absence Framework

  - Workday Modules: Core HCM, Absence, Compensation, Talent & Performance, Learning.

ConsultAdd Services Private Limited

Workday Functional Consultant   Jan 2016 – Dec 2019

- Executed successful implementations of Workday Core HCM, Absence and Time Tracking across multiple countries.

- Created custom reports (Advance, Search, Matrix, Composite, Nbox) and created alert notifications.

- Utilized EIB for bulk data loading.

- Played a crucial role in designing solutions for new Change Requests.

- Worked as a security consultant, modifying business processes security policies, domain security policies, and roles assignments.

- Configured entired Core HCM and Core Compensation, Absence and Time Tracking and participated in unit testing.

- Provided post go-live production support and maintenance, including Hypercare support production issues.

- Configured translations for different countries.

- Configured the gold tenant build for Core HCM, Absence, and Time Tracking, ensuring global standardization.

- **Technologies**:

    - EIB, Functional configurations

    - Advance Reporting, Search Reporting, Matrix Reporting, Composite Reporting, Nbox Reportin

    - Workday Modules: Core HCM, Absence, Time Tracking, Talent & Performance

Business Analyst   Aug 2015 – Jan 2016

- Developed a customer-oriented website for direct purchase of electronic components.

- Created user stories and acceptance criteria for the web development team.

- Collaborated with the Commerce Team on the new Web-Based Online Order Management tool.

- Managed Systems Requirement Specifications, capturing E-Commerce functionalities, and creating HTML/CSS content.

- Designed and implemented applications in B2C ecommerce, ERP, CRM, etc., and worked with ATG Software for various scenarios and functionalities.

- Aligned AS-IS and TO-BE business processes through integrated process flow diagrams, conducting mapping exercises with swim lanes for role and responsibility clarity.

- **Technologies**:

    - Web Development: HTML, CSS, JS, WebSpehere

    - Database and Queries: SQL queries and Data Analysis

- Visualization: MS VISIO for Use Case Diagrams

Education and Certifications

- Bachelors (B.E.) in Computer Science Engineering, RGPV University, 2011-2015

- Higher Secondary Education in PCM from CBSE, 2011

- Secondary Education from CBSE, 2009

- Visharad Pratham (Bachelor's Degree) in Classical Music.