My Certifications

In my constant pursuit of excellence in keeping my consulting skills and technical knowledge up to date, I have successfully achieved the following credentials over my past years working in the HRMS/HCM project space.

ORACLE®
Certified Expert
PeopleSoft
Human Resources 9
Consultant

Oracle University – Oracle Certification Program

ORACLE
MOST VALUED CONTRIBUTOR
2023
My Oracle Support Community

Awarded Oracle's MOSC Most Valued Contributor (MVC) – 2020-2023 (4 Yrs)

HRIP
Human Resource Information Professional

IHRIM – International Association for HR Information Management – Certification Program

Professional Experience

The following highlights some of the many projects I have supported over my consulting career and focuses on those where I supported implementation and/or upgrades of PeopleSoft Human Capital Management and other HRMS applications as of **OCT 2024.**

DHLuding Consulting Inc. (Independent Contractor)

December 2001 – Present
HCM Project Manager – Team Lead – Functional Analyst – Business Architect
Responsible for providing strategic consulting services and support for implementations, upgrades, enhancements, production support, troubleshooting, exemplary customer service and professionalism, sales support, and many other tasks as required to ensure the client's needs are met. Experience in all functional modules from **HRMS v3.4 to HCM 9.2.**

- Strategy and Selection – RFI/RFQ Proposal Development, Return on Investment (ROI) & Total Cost of Ownership (TCO) Business Case Presentations, System Evaluations & Selection Activities, Vendor Contract Management/Negotiations for Services
- Implementation & Upgrade – Statement of Work (SOW) Requirements, Initial Project Planning, Fit-Gap Analysis, System Conversion Processing, Application Upgrade/Testing/Enhancement Efforts, Status Report & Work Plan/Budget Briefs
- Maintenance and Support – Project Manager/Facilitator, Knowledge Transfer Trainer/Change Agent, Visionary Architect, and Information Security/Reporting.
- Mentorship and Coaching – Maintain communication with several blog/web sites on HR-AM-TL-PNA/PI and have provided guidance of setup and process to several successful/on-going projects in North America and throughout the world.

Project / Contract / Opportunity Timelines in the last 6 years:

Aug 23 – SEP 24, Amerit Fleet Solutions (PS BN/TL/PY/ONB SME – FT Remote)

Jan 23 – Apr 23, School District of Palm Beach County (PS BN/TL SME – PT Remote)

Apr 21 – Jul 23, Baylor, Smith & White (PS HCM Core - Project SME – FT Remote)

Mar 20 - Jan 21, Milton Hershey School (K WFC to PS 9.2 TL/GA SME – PT Remote)

Nov 16 – Current, FSC Jacksonville (PS 9.2 Prod Support GA SME – PT Support)

Spring - Fall 20 – Free support for many users/colleagues with Covid-19/EFMLA/DOL Configuration guidance for Absence Mgmt and/or Time & Labor and/or Payroll North America solutions via several blog sites including My Oracle Support Communities

Mar 20 – Jul 20 – Palm Beach Co Clerk (PS 9.2 Impl TL/GA Lead/SME – FT Remote)

Mar 20 – Jun 20 – AvalonBay Comm (PS 9.2 Custom Leave Pool/Smart HR – PT Remote)

Mar 20 – Jun 20 – WA SBCTC (PS 9.2 GA Project Phase Support – PT Remote)

Jan 20 – Mar 20 – Entergy Corp (PS 9.2 Implementation GA/TL Lead/SME - FT Onsite)

Mar 18 – May 19, Lawrence Livermore Nat'l Lab (PS 9.2 Implementation PM/Lead SME)

Jul 18 – Nov 18, Princeton University (PS 9.2 NJ Sick Leave SME – PT Remote)

Summary of Skills

I have over twenty years of PeopleSoft HCM consulting experience with a full product knowledge base and project management expertise serving in a wide variety of roles across multiple vertical markets and client types.

Project Management Philosophies & Concepts

PMI Book of Knowledge

Agile Project Management

Microsoft Project

Rational Unified Process

Total Quality Information Mgmt

Project Roles

Project-Program Manager and Lead

Configuration Architect

HCM System Architect

Business Systems Analyst

Trainer / Facilitator / Change Agent

Vertical Business Types

Commercial / Private Retail

Education - School District/Collegiate

Government – State / County / City

Energy / Manufacturing / Healthcare

Transportation and Storage

Medical and Healthcare

TeleComm - Call Center/HelpDesk

Global & Multi-National

Not-for-Profit / Faith-based

Select Project / Opportunity Specifics

PS 9.2 Implementation/Integration HCM SME – Consultant for a commercial nation-wide trucking support company employing over 3000 workers in a PeopleSoft HCM 9.2 **Enhancement Projects Support with focus on Time & Labor, Benefits Leave, and Onboarding**. Supporting proposals for **enhanced Payroll** transaction from T&L.

- Remotely performed a **full system evaluation** to address current module usage and how delivered PeopleSoft could help them streamline, automate, and support growth efforts. Identified unsupported modules/components, and points of integration to other in-use systems. **Proposals for Approval, Functional Design Documents**, and Technical Design Document Support, with support for testing/training efforts, are currently underway within the Business and Information Technology groups.
- Conducted **full Time & Labor module review** and found that data was not kept current and periodically drug-down system performance. Evaluated TL dynamic group build, TL row security permission list and department security tree configuration in attempt to do a massive data-cleanup. Worked with Onboarding Team, who uses ICIMS, to **design and construct custom Gatekeeper component** to allow audit/update capability to data fields prior to PS system commit. This will **significantly reduce manual interventions** by onboarding of employee's data within the various PeopleSoft tables/records.   Goal is to streamline data entry to reduce workload.
- Support production support as needed as client has lost internal past expertise.

Client: Amerit Fleet Solutions (Charlotte, NC and Walnut Creek, CA)

PS 9.2 Implementation/Integration HCM SME – Ongoing remote FT Consultant for a healthcare services organization on an implementation of a **PeopleSoft HCM 9.2** project focusing on **Full Position Mgmt with replacement of ServiceNow Requisition and Taleo Talent Acquisition Management.** This client is developing a framework for Early Access Onboarding to expedite recruiting and hire processing during these trying times.

- Created plan to convert 35K employees and contractors into **Full Position** and align to **Position Reports To** for Fluid Position Mgmt and **Mgr Self Service** transactions. This was done to eliminate ServiceNow Requisition tracking processing.
- Created technical plan for utilizing Position Data in **Taleo and Manage Hires** for streamline single entry data loads for new hires and internal transfer through use of **HR Templates and Activity Guides** for Onboarding.
- Change of system priorities put effort on hold, and my new focus was replacing SharePoint data tracking site with **PS Candidate Structure** – a bolt-on component to collect and manage candidate date from third-party vendors with background check info, license/certification and education info, medical vaccinations and certifications info, and onsite-remote orientation for first day hire start. Goal is transparency of data between **Candidate, Supervisor, Administrator with PeopleSoft** being system of record. Currently integrating with Cority ReadySet/GX2 Employee Health system.
- Enhanced the **PS Total Rewards** process for ScoreCard Incentive Plans (SIP) interactive reporting and quarterly data pulls. Greatly enhanced employee understanding and **User Experience with Interactive Tile and** report via **Tree Manager, Group Builds, and Variable Comp Payout Formulas to Payroll**.
- Additionally, added a live component to track and manage payments of the **Relocation and/or Signon Bonus** to be paid to the employee for up to the first two years of work. Effort is to reduce and streamline tracking and processing from Offer Letter Acceptance to First Day Start/Post Hire. Created bolt-on **Bonus Platform** management tool for **Retention Bonuses** and integrated the process through **PSHUP to Payroll PayCheck**.
- Inbound new hire data sources include several with BSW (Epic, AccessOne, FieldGlass, TX Healthcare Network), and other systems for Volunteers and Interns
- Conducted review meeting with Functional Teams (Operations, Recruiting, Compensation, Benefits, Payroll to define current business processes off-system

Software Packages

I have worked with the PeopleSoft HRMS application suite with its various modules since 1996. I have successfully led or participated in over 40 projects from HRMS v3.4 to HCM v9.2. I have extensive knowledge of several other well-known applications as a direct result of my desire to be a complete HCM Applications Expert.

Human Capital Management Applications

Oracle / PeopleSoft Enterprise

Kronos TKC/WFC & TimeLink

(Infor) Lawson & WorkBrain

WorkForce Software

Ceridian HCM

ADP / ADP Canada

Ultimate Software

TimeVision/ Acquire Org Plus

IBM Maximo Asset/Maint Mgmt

ScheduleSoft

Aspect Call Center

eSchool Solutions

SubFinder (K12 EM)

Stromberg Time Clocks

TMA Enterprise MMS

Concerro (now API Healthcare)

Hyperion

PhireSoft

AgileAssets

Various Client In-House Systems

---

tracking documents and future state expectations. Converted these into **Business Requirements, Project Charter and Functional Design documents**. Reviewed latest current PeopleSoft delivered functionality and supported efforts to reduce eliminate customizations with provided Peopletools objects and components whenever possible and beneficial to BSW needs. Providing production/project support as needed.

- Coordinated with Technical Teams (HelpDesk, HRIS, and internal staff and out-sourced vendor developers) on **FDD transformation into Technical Design documents** directing and prioritizing development and configuration efforts for eventual **Proof of Concept, Testing, and Training efforts**.
- Works closely with Project Management and Business Sponsors on current weekly status and updates on identified **issues and dependencies**. Works closely with Project Manager on **Project Work Plan and Implementation Timelines**.
- Successful Go-lives were in June 2023, and released at conclusion of Fiscal Year.

Client: Baylor, Smith & White Healthcare (Temple/Dallas, TX)

Post-Upgrade Project SME - Consultant for a county government employing over 2500 workers in a **PeopleSoft HCM 9.2 Post-Upgrade Production Support** with focus on **Time & Labor and Benefits Leave**.

- Remotely supported production team in identifying resolutions to reported defects in Benefit Leave Accruals, custom Leave Accruals Page, and Payroll Earnings.
- Provided corrections for **Time & Labor Leave Display and TL Rules** associated with leave balance validation and reductions to paid and unpaid time.
- Conducted remote learning sessions with team to enhance internal knowledge.

Client: School District of Palm Beach County (Palm Beach, FL)

PS 9.2 Implementation TL/Update GA-PY SME – Ongoing remote PT Consultant for educational services non-profit on a implementation of a **PeopleSoft HCM 9.2** project focusing on **Time & Labor / Absence Mgmt integrated with Payroll for North America**. This client is converting from KRONOS Work Force Central and will be using KABA clocks throughout the campus for time and leave reporting.

- Returned to client to provide support for effort as organizational change lost some of the knowledge of system support and upkeep of current modules. Original support was from 2016-2018 with onsite support post-implementation/enhancement of Abs Mgmt.
- Configured Employee/Manager/Administrator **Fluid Security** for HCM Position, Payroll, Time & Labor, and Absence Management modules with Approval Framework and TL Dynamic Groups. Implemented **TL Auto Enrollment** to eliminate data entry.
- Analyzed all **current KWFC configuration and processes to convert** into new T&L as well as incorporating the leave processing into current Abs Mgmt module.
- Utilized **Fluid Drop Zone** functionality to allow key code filed to automate manual entry into the Job Data record for employee going through the **Talent Acquisition/Candidate Gateway** eRecruiting module in a Taleo replacement project.
- Redesigned **Stipend Period Pay** for employee Ancillary (secondary) jobs by streamlining manual process through configuration and situational pay processing by adding percentage calculations within the late-in/early-out transfers/hires/terms within the **Compensation Rate Framework**. Improved **position budgeting reporting**.
- Supplementing Payroll team in production support and conducting remote **knowledge transfer** of staff members in Absence Mgmt, Time & Labor and Payroll process and **configuration redesign and streamlining collection and processing of time and leave** for all unions / sub-units as well as Part-time and Full-time 10-/12-Month staff.
- Go-live was January 2021. Providing ongoing Prod Support as requested.

Client: Milton Hershey K-12 School (Hershey, PA)

PS 9.2 Post-Implementation GA SME – Ongoing remote PT Consultant for Florida State College organization working on a post-implementation of a **PeopleSoft HCM 9.2** project

PeopleSoft Specifics

I have attended over 45 courses, seminars, webinars, and training classes on the various modules and components within the Human Capital Management, Financials, and PeopleTools product lines.

HRMS / HCM Modules

Human Resources Core

Benefits / AutoBen / Ben Bill / Retro

Position Management / Budgeting

Compensation-MCOP / Total Reward

Department Budget / eComp & MD

NA Payroll / Retro & Interface

Contract Admin / Pay

Labor (Union) Administration

Stock Administration

Absence Management (GPUS & GA)

Leave Transfer / Donation Banks

Extended Leaves (LOA/FML) Admin

Time & Labor / TL Rules / Pay Bill

Commitment Acctg / Combo Codes

Pension Administration

E & M Self Service / Direct Reports

Delegation & Approvals / Workflow

PeopleTools Components

Queries and Reports

Data Security and Access Privileges

Tree Management

Dashboards and Workcenters

---

focusing on **Absence Management integrated with Payroll for North America**. FSCJ went live July 2016 and had need to fix issues/understand application usage.

- Conducted **configuration evaluation** and provided solutions to address top issues. Automated past manual processes associated termination and **leave payouts. C**onfigured multi-leave balance reduction **cascades** to support single entry leaves. Configured **School Closure** leave and **Non-Operational Holiday** to address campus breaks and emergencies like hurricanes. Worked with Payroll Team (TL and PY) with changes to **Holiday Schedule** as well as impacting changes to TL Rules / PY Earns.
- Configured queries for team semi-monthly processing. Corrected issues identified shortfalls from original consulting implementation to include year-end carryover and rollover as well as **FMLA processing**.
- Devised an absence-based solution for the DROP (**Deferred Retirement Options** Program) using Absence Entitlement and Absence Takes to catalog and track the necessary balance reductions prior to payout at retirement **eliminating multiple spreadsheets and manual payroll inputs** to payline from Sick and Vacation balances.
- Analyzed current custom **Total Rewards** page/process and configured the delivered Components to eliminate a custom and go with delivered – also worked with developer to modify the delivered to work with FSCJ Absence Accruals, Balances, and values.
- Worked with the Benefits Team on annual **Open Enrollment** changes as well as provided understanding and impacts to implementation of **Retro Benefits** and the potential changes to the Absence Mgmt and NA Payroll modules.
- Supplementing initial documentation and conducting remote **knowledge transfer** of staff members in Absence Mgmt, Time & Labor and Payroll process and config.
- Providing remote support **for production** as well as **approved proposed enhancements/trained staff member** who replaced initial Business Analyst.

Client: Florida State College at Jacksonville (Jacksonville, FL)

PS 9.2 Implementation TL/GA SME – On-site then remote PT Consultant for a Florida County Clerk organization working on an implementation of a **PeopleSoft HCM 9.2** project focusing on **Time & Labor with Absence Management integrated with Payroll for North America**. Clerk moved from paper timesheets and off-system leave system.

- Conducted analysis of all current configuration within PS and provided Blue-Print of all TL/GA/PY/HR edits to streamline and automate the outdated current process.
- Coordinated with **IT on conversion records and processes** for go-live. Worked with superusers on all **reporting/reconciliation needs** for new processing of time/leave.
- Provided PRD support for **Covid-19 Payroll configuration and processing** of pay.
- Provided remote support through Covid-19 until project budget was exhausted. Effort went live in September, after all **knowledge transfer** to functional users was done.

Client: Palm Beach County Clerk (West Pam Beach, FL)

PS 9.2 HCM Custom Bolt-on for Leave Donation Pool/Smart HR Template PM/Functional Lead–Remote PT Consultant for nation-wide residential living organization working on custom projects of a **PeopleSoft HCM 9.2** project focusing on **Employee Leave Donation/Request integrated with Payroll for North America**. A second effort was also developed to work with **Smart HR for Manager-based Employee Job/Pay Demographics** Request Form and Multiple-step Approval Process for Job.

- Designed page/process to allow employee to self-enter a **Leave Pool Request** for Hours or **Request to Donate** Hours into **Base Benefit Leave Plans, Approval to Administrator, and process to Payroll** for Hours Reduction if donated or Hour Pay from received from pool. This process was dollars driven and therefore the delivered Absence Mgmt solution of Leave Transfer Donation was not selected by client.
- Second effort was to design and deliver a custom MSS-submit for approval solution for entering all **Job and or Pay and Special Situation Job Changes** in lieu of using the delivered Profile Management components. The submission was sent to Position

Social Presence

I actively participate in several professional organizations, attend and/or present at various conferences, and am a prominent responder on several profession website groups focusing on Absence, Time, Pay, and Project Management areas.

Professional Associations

IHRIM – Int'l Assoc for HR Info Mgt

SHRM – Society of HR Mgt

APA – American Payroll Association

PMI – Project Management Institute

OHUG – Oracle HR User Group

HEUG – Higher Ed User Group

Professional Networking and Community Blog Sites

My Oracle Support – PeopleSoft HCM Community Contributor

IT ToolBox HR – PeopleSoft HR

IHRIM Core – Various Groups

QUEST/OHUG/HEUG - PS HC

SHRM – Project Management SIG

PMI – Human Resources SIG

Past Conferences Attended

IHRIM Annual Conference

Oracle OpenWorld Conference

HR Technology Conference

OHUG Annual Conference

SHRM Annual Conference

PMI Annual Conference

World At Work Annual Conference

Budget approval before streamlined entry into Job. Replaced a Lotus Notes custom form and PS Load process. **Administrator had Dashboard** for monitoring activities.
- Project support ended during Testing Phases due to budget freezing and Covid-19.

Client: AvalonBay Communities Inc (Arlington, VA)

PS 9.2 Project Phase Implementation GA SME –Remote PT Consultant for Washington State College organization working on a multi-year/multi-phase implementation of **PeopleSoft HCM 9.2 A**bsence **Management integrated with Payroll for North America**. I replaced a consultant due to Covid-19 impact to project team.
- Reviewed all previous phases implementations, defined common collection document, and streamlined implementation for all phase college campuses who were being implemented into a single consolidated state-wide database. Documented steps to advance to later phases **by establishing common naming convention and rapid replication of elements** based on template elements for Copy Element process.
- Eliminated past practice of past element entry by implementing **Pin Packager** process which expedited new databases generation by **Rule and Non-Rule Pkg Migrations**.
- Project support ended due to a personal family issue requiring my full attention.

Client: Washington State Board of Community/Technical Colleges (Olympia, WA)

PS 9.2 Implementation TL/GA Lead SME –Onsite consultant for a multi-state commercial power management organization working on a **PeopleSoft HCM 9.2 Time & Labor/Absence Management integrated with Payroll for North America implementation**. Client had outsourced all technical/analytical support.
- Took over project already started by third-party consultants, and reviewed all work done so far. **Updated project plan, timelines, tasks, and activities** to meet the known and expected requirements based on common time and leave processing. Conducted weekly status **update meeting with Stakeholders** defining risks to time and budget.
- **Updated all errored elements and records** to make the system operation for initial testing groups, and then conducted **Proof of Concepts sessions** to review expectations of all project stakeholders. Completed all configurations of all modules impacted. **Designed security or all users and managers/timekeepers for entry and approval** of time and leave as well as established **Delegation processing** for managers. Built for later phase all **Extended Leave configurations** so that later implementations would not impact initial project implementation being executed at the time.
- Worked with onsite out-sourced analysts who were to support this project to ensure the configuration and **knowledge Transfer was in place so they could support client**. Conducted **multiple training sessions discussion what-if troubleshooting scenarios** and maintenance/upkeep processes to support functional staff and employees/managers.
- Project support ended at Testing Phase due to costs incurred with traveling to site.

Client: Entergy Corporation and LLCs (New Orleans, LA)

PS 9.2 Implementation GA/TL PM/Lead SME - Consultant for a federal laboratory working on integrating into a **PeopleSoft HCM 9.2** production system by implementing **Absence Management and Time & Labor modules w/ PS Payroll for North America and Oracle Project Accounting**. The modules had to work with existing customizations through HCM as LLNL has been a PeopleSoft user since late 1990s.
- Analyzed current environment. Identified and purposed all current customizations within utilized HR, BN, and PY modules. Focused on **Federal and California Leave administration** as well as Elapsed Time / Punch Time reporting with associated Project/Task or Work Order with applicable meal breaks/overtime rules. Worked with Security Team to establish new **Roles, Permission List, and Dynamic Groups** for core users, employee types, approver, and delegates, and timekeepers.
- Reviewed all policies and union contracts for organization and compiled a prioritized Requirements List, and then determined **Fit-Gap** with possible options. Established working **CRP model** based on Spec documents so teams could rewrite process steps

Project Experiences

I have worked with PeopleSoft since 3.4, and I can provide support where needed. Here is a complete client list.

Note: ** indicate currently active.
Note: * indicates specifics in resume.

HCM v9.2

*Amerit Fleet Solutions (NC/CA)

*School Dist of Palm Beach (FL)

*Baylor Smith & White Health (TX)

*WA SBCTC (WA)

* AvalonBay Communities (VA)

* Palm Beach County Clerk (FL)

* Entergy (LA)

*Lawrence Livermore Nat'l Lab (CA)

* Princeton University (NJ)

Daytona State College (FL)

Energy Transfer Partners (TX)

** Florida St Col Jacksonville (FL)

* LRGH Healthcare / Speare
   Memorial Hospital (NH)

* NE Wisconsin Tech College (WI)

* Milton Hershey School (PA)

* City of Raleigh (NC)

* Albertsons Co. /Safeway (AZ)

* Kings County (CA)

* Dept of Transportation (WY)

* Washington U. in St Louis (MO)

* Cenergy Int'l Srvcs (TX)

San Diego USD (CA)

University of Minnesota (MN)

---

and run scenario expectations to support employee training. Worked with Core Team on policy updates to support **Take Cascading** thus streamlining entry/processing.

- Worked closely with LLNLN PMO Office to ensure all project tasks and activities were properly recorded, reported, tracked, and documented in accordance with methodology. Conducted daily/weekly project review meetings to support the functional, technical and consultant team members in completing their project tasks on a timely basis and within the project timeframes for phase. Provided leadership with status updates.
- **Configured all elements and records**, worked with developer to create views for processing absences, and established accruals processing for monthly union and weekly/biweekly for non-union employee groups to include Students, Staff, and Security to support self-service absence entry and approvals via the **PUM 28 Fluid Absence Tiles and Page Collections** for employee, approver, and administrator. Utilized **Off-Cycle** processing to process **terminations** with final leaves balance **zero-out / payout** to include a one-year balance **reinstatement** thus able to retire a manual maintenance and labor-intensive set of processes to be completely automated.
- **Designed several new pages** to support LLNL and CA State requirements for supplementing Pay via Absence (**Military, Workers Comp, Disability Insurance**) and by having a collection page to convert current salary and supplementing differences with calculating necessary Leave Hours/Dollars to make up difference on paycheck.
- Worked with Comp and Benefits team on updating the current custom/Base Benefits processing in planning the 2019 **Open Enrollment for Employee Fluid Interfacing.** Planned tasks for reconfiguring HR Action/Reasons as well as Status codes for ending custom **Benefits Billing** and return to delivered along with **NA Payroll Arrears.**
- Project is currently in Testing Phase – Provided **knowledge transfer** to team members on processing and maintenance. Project will continue until expected go-live of Late Summer 2019. Unable to be onsite at critical pre-/-go-live due to resident of Nebraska and the Monthly Jury Duty obligation (that had been postponed twice before).

Client: Lawrence Livermore National Laboratory (Livermore, CA)

PS 9.2 Enhancement Implementation GA SME – Remote PT Consultant for a university working on New Jersey State Leave Law to a **PeopleSoft HCM 9.2** production focusing on **Absence Management integrated with Payroll for North America**.

- In order to meet the upcoming 10/29 state law requirement, analyzed current Absence and Payroll setup and processes along with custom time collection and processing application to support 1 hour of State Sick for every 30 hours of work at university which could be in lieu of or as a compliment to current sick leave plans. Helped team to decide to not go route of **Base Benefits Leave w/ additional custom processes.**
- Reconfigured initial setup to provide enhancements for processing **leave accrual collection across period and leave cascades** as well as providing automatic payout to Payroll of leave balances upon termination. Worked with in-house development teams for views of data to load to absence **for entitlement and take processing**, then sending the applicable data to payline for payment to employee.
- Worked with Payroll/Time Teams to redesign feeds from custom Time Application to both Absence and Payline, provided training on new steps in Pay Processing, and created off-setting **Absence Pay Earning codes to support Project and Task assignment** for Oracle EBS Financials (as required) replacing several manual steps to correct rows.
- Provided **knowledge transfer** to team members on processing and maintenance. With kick-off of the Time & Labor implementation project, I (as PT) was replaced by a local consultant who could support project full-time going into the implementation.

Client: Princeton University (Princeton, NJ)

PS 9.2 Post-Implementation GA SME – Remote PT Consultant for a state college working on enhancements to a **PeopleSoft HCM 9.2** production focusing on **Absence Management integrated with Time & Labor/Payroll for North America**.

HCM v9.1 - HRMS v3.4

Bowling Green State Univ (OH)

The Church of Jesus Christ
of Latter-Day Saints (UT)

Vidant Health Group (NC)

Univ of Puget Sound (WA)

BCBS of Tennessee (TN)

PA Higher Ed Assist Agency (PA)

Americold/Versacold (GA)

TD Ameritrade (NE)

Univ of Texas at Dallas (TX)

Omaha Public Power Dist (NE)

Univ of Calgary (AL, CAN)

Belk Inc. (NC)

Eastern KY Power Co (KY)

SE Louisiana Univ (LA)

City of Henderson (NV)

Interval International (FL)

Pella Corp (IA)

Rheem Manufacturing (GA)

AstraZeneca US/Canada (DE, USA
and ON, CAN)

Cal State Univ-Fresno (CA)

Government of the NW Territories
(NT, CAN)

Fort Bend ISD (TX)

VHA Inc (TX)

Jefferson Co-Louisville (KY)

Dept of Transportation (VA)

Expedia Inc. / Interactive (WA)

- Reconfigured initial setup to provide enhancements for processing **leave cascades** as well as providing automatic payout to Payroll of leave balances.
- Configured **Extended Leave** administration for FMLA, Sabbatical, Work Comp by eliminating past paper-based submission, validation, and tracking. Configured **Leave Transfer** to eliminate a paper-based tracking system and automated donation admin.
- Configured Hurricane/Facility Closure leave in response to Hurricane IRMA.
- Proposed new **Comp Rate configuration for 9 over 12 Faculty** w/ Annual Schedules.
- Proposed implementing **Retro Ben and Payroll Arrears** processing to streamline work effort, but due to budget availability, project was put on table for a later date.
- Provided **knowledge transfer** to team members on processing and maintenance. Spent several sessions with all teams to go over current situations and answered/provided knowledge of opportunities to reduce workload and manual efforts within HCM.

Client: Daytona State College (Daytona Beach, FL)

PS 9.1 Re-Implementation GA SME – Consultant for an energy oil/gas organization working on an implementation of a **PeopleSoft HCM 9.1** project focusing on **Absence Management integrated with Time & Labor/Payroll for North America**. Effort combined to a single process for 20K exempt / non-exempt employees in 1350+ stores across 21 states.

- Combined 4 groups into a common processing structure as well as incorporating new common leave rules, accruals, and pay-outs through new/updated **Time Reporting Codes/Programs** and then to new/updated **Earning Codes/Programs** for payment processing in an effort to streamline processing and maximize automations.
- Maintained several processing periods to keep alignment with Payroll periods as well as created new Takes that allowed team to document missed absences and not repay them since the absence was paid directly through payroll **for improved reporting**.
- Conducted **configuration evaluation** and defined a new common element convention
- Supplemented documentation and conducted **knowledge transfer sessions to staff**.

Client: Energy Transfer Partners LP incl. Sunoco, Stripes, MACS Retail (Houston, TX)

PS 9.2 Implementation PY/KRONOS TK SME - Consultant for the world's largest healthcare information management (HIM) organization working on a implementation of a **PeopleSoft HCM 9.2** project for two hospitals with a focus on **Payroll for North America**, **Benefits Leave Administration,** integration with **PS FMS 9.2 General Ledger**, and **KRONOS Workforce Management Timekeeper**. This is part of a multi-faceted project encompassing a complete transformation of the hospital systems.

- Collected legacy data and configured setup tables and data records for Payroll. Supported conversion loading of employee data, and trained core users on product.
- Analyzed current reported issues, created and validated solutions for top issues impacting the **submission, approval, processing, and payment** to the employee.
- Reviewed and provided enhancement suggestions to streamline configurations to better meet current client **time and leave** approvals issues and **payment processing**.
- Documented current module interactions, **data flows** and defined **current chokepoints** for possible improvement opportunities within the proposed environment.
- Supported effort through completion of first testing phase.

Client: CERNER Corp (Kansas City, MO) for 2 Merged NH Hospitals

PS 9.2 Implementation GA/TL/PY SME – Remote PT Consultant for a regional technical college employing 1000+ educators, administrators, staff, and students in a PeopleSoft HCM 9.2 of **Absence Management** which is to be integrated with redesign of the **Time & Labor** module and flowing through to the **Payroll for North America** module. Currently providing remote support as the team takes on the T&L redesign with eventual deployment of the Absence Management model thus replacing current in-house applications.

City of Corpus Christi (TX)

Con Agra (NE)

CDW Inc. (IL)

Arapahoe County (CO)

Colorado PERA (CO)

Sears-Credit Card Group and Sears-National Tire and Battery (IL)

Keeneland Association (KY)

Habitat for Humanity Inc (GA)

RR Donnelley Inc (IL)

Southwest Bank of Texas (TX)

Omaha Public Schools (NE)

West Corporation (NE)

Des Moines Public Schools (IA)

Michigan Education Special Service Association (MI)

University of Kentucky (KY)

Nebraska Dept of Education (NE)

State of Iowa (IA)

UT-MD Anderson Cancer Ctr (TX)

Mosaic Inc / Bethphage (NE)

Ameritrade Holding Corp (NE)

First Data Corp (NE/GA)

Experian Inc / MetroMail (NE/IL)

- Reviewed current configurations and custom processes within Benefit and Payroll modules to determine impacts of **Event Maintenance and Leave Accruals** processing with the implementation of GA/TL and eliminations of current custom tasks.
- Configured leave **processing by pro-rated annual draw as well as period accruals** to ensure precise payout and/or collection values for leave balances to payroll
- Worked with technical staff to create and update **employee, manager, and admin security** for leave submission/approval and delegation/notification and escalation. Worked with team to clean up outdated and consolidate roles in preparation for **Portal.**
- Provided a comprehensive examination and recommendation document of the value gained by implementing **Absence Management** into an already production application. From approval, team has been reconfiguring TL, PY and integrating with Campus Solutions for time administration for **Student Tutors and Work Study grants**.
- Configuration of Absence Management to support contract groups in the accrual of leaves, cascading usage of leaves, **FMLA/WI FMLA**, as well as other leaves through self-service submission, manager approvals, workflow routing, and delegations. Potential additional leave administration of donations and cash-in opportunities.

Client: Northeast Wisconsin Technical College (Green Bay, WI)

PS 9.2 Post Upgrade GA/PY SME – Remote PT Consultant for a private K-12 school employing over 750 workers in a **PeopleSoft HCM 9.2 Post-Upgrade Production Support** with focus on **Absence Management and Payroll for North America**. Currently providing as needed support to the production team as well addressing critical shortfalls with timely solutions.

- Performed a **comprehensive examination and review** of all configuration setup, transactional processing, and reporting of the post-upgrade application suite and provided enhancement opportunities to empower managers, employees, and administrative assistants in **day-to-day operation** of employee leaves.
- Developed **365 Schedule** for teacher leave and workdays to streamline processing as well as **9/12 Benefits Calculation and Benefit Plans** for educators.
- Remotely **supported production team** in identifying resolutions to reported defects in configuration, rules, and processing biweekly absence takes and accruals as they support educator, administrators, house parents, and corporate staff and support.
- Reconfigured **processing splits** for when absence period crossed ear-end dates.
- Provided corrections for **Absence integrations within Payroll** processing for Earnings configuration, retro pay, and payouts to automate previous manual tasks by staff.
- Provided extensive **knowledge transfer** to both functional team and technical staff

Client: Milton Hershey (K-12) School (Hershey, PA)

Post-Upgrade Project SME - Consultant for a capital city government which processes approximately 4500 full-time and temp employees biweekly in a **PeopleSoft HCM 9.2 Post Upgrade** resolution to various identified issues as well as an examination of current configuration/customization and processing activities with focus on **Absence (GA), Time (TL), and Payroll (PY)** to include submission/approval and delegation of approval for leave and work.

- Over a six week on site period, analyzed initial implementation, pre and post-upgrade configurations, retrofitted customizations, and processes associated with biweekly time and pay processing with focus on **Absence and Time rules and Approval/Delegation**.
- Analyzed current reported issues, created and validated solutions for top issues impacting the submission, approval, processing, and payment to the employee.
- Reviewed and provided enhancement suggestions to streamline **User Security via Dept Security Tree, TL Security, Direct Reports, TL Approval Group, Approval** routings and **Delegation** eligibility configurations to better meet current client time and leave approvals issues and shortfalls identified post-upgrade.

Prior Experiences

Before forming DHLuding Consulting Inc, I have worked several careers, and a variety of project and support roles.

2001 - 2007
Independent 1099 and W2 Contracted Consultant

HR Systems Implementor HRMS/HRIS Business Analyst

(PeopleSoft, Kronos, Great Plains, Ulti-Pro/Workbrain, Lawson, JD Edwards, API)

1999 - 2001
Employee

Deloitte & Touche` LLC / Managed Solutions and Services HRMS Sr Project Professional HR Systems Leader / Y2K Support

(PeopleSoft, Kronos, Lawson, Ceridian, Oracle, SAP)

1995 - 1999
Employee

Computer Application Trainer PeopleSoft Trainer Lotus Trainer Project Facilitator/Coordinator

1986 - 1995
Employee

USAF Intelligence Specialist TQM Facilitator/Trainer TS.SCI Clearance

Note: Additional project information can be provided upon request.

- Documented current module interactions, **data flows** and defined **current chokepoints** for possible improvement opportunities within the current production environment. Provided personal training for new staff delivered functionality and capabilities available from product in support of a **5 Year HCM Systems Usage Plan**.

Client: City of Raleigh (Raleigh, NC)

Post-Upgrade Project SME - Consultant for the US 2nd largest grocery store chain with over 175k weekly paid employees in a PeopleSoft HCM 9.2 Post Upgrade Examination of current configuration and processing activities with focus on Absence Management module (newly implemented). Integrated solutions with **PeopleSoft HR/Payroll**, a **bolt-on Time & Attendance Earnings** module, and several time collection systems to include Infor Work Brain and legacy programs.

- Over a six-week period, **analyzed current configurations, customizations, and processes** associated with weekly time and pay processing. Focused on manual activities performed by processing team. Passed functional knowledge to staff management.
- Documented current data flows and defined current chokepoints for possible improvement opportunities within the delivered **Absence Management/Payroll for North America** modules along with custom **Time Attendance Earnings** pre-processing custom programs.
- Reviewed current time collection/loading activities from time collection sources, discovered several points where enhancements could be added to reduce inefficiency in processing data, and attempted to return to delivered in the Payroll Paysheet Load.
- Provided designs for new customization of page and process with regards to **Employee Leave Balance Validation (post conversion), Employee Advance Vacation Request (to automate cash out efforts), Termination/Transfer Administration, Extended Leave Administration (with vendor interaction and automated processing). Total Rewards**, and recommendations for organization to get current in PUM and PeopleTools.
- Provided documentation in an effort to encourage next phase project of reviewing current FMLA and STD practices and determine if **Absence Mgmt** met needs better than the initial proposed **Base Benefit FMLA Admin** processing.
- Each solution proposed also included high-level objects needed and project timeline and was presented to management – the created solutions are to be implemented by off-shore tech team.

Client: Albertson's Companies / Safeway Inc. and subsidiary chains (Phoenix, AZ)

Post-Upgrade Project SME - Consultant for a county government employing over 2500 workers in a **PeopleSoft HCM 9.2 Post-Upgrade Production Support** with focus on **Time & Labor and Benefits Leave**.

- Remotely supported production team in identifying resolutions to reported defects in Benefit Leave Accruals, custom Leave Accruals Page, and Payroll Earnings.
- Provided corrections for **Time & Labor Leave Display and TL Rules** associated with leave balance validation and reductions to paid and unpaid time.
- Conducted remote learning sessions with team to enhance internal knowledge.

Client: Kings County Government (Hanford, CA)

Upgrade Project HCM PM/Lead SME - Consultant for a state department employing over 2K staff in a **PeopleSoft FMS/HCM 8.8-9.2 Upgrade** with focus on Time and Labor. Integrated solutions with State HR and Payroll Advantage AMS system. On site for Testing/Go-Live Phases.

- **Wrote HR/TL/PY test scripts** and scenario, process validation scripts, and UAT scripts – implemented Employee Safety components of **Monitor Workforce** module.

- Reconfigured custom **TL Rapid Entry and Elapsed Timesheet** to work with **AgileAssets** and **PS Project Costing** for work orders, vehicle usage, and project tasks as well as **Payroll for North America** and **PS Financials General Ledger**.
- **Conducted review** sessions and client decided that **Absence Management** was not desired, so bolt-on components were to mimic AM functionality.
- Designed a bolt-on solution for a **Case/Event Tracking** tool and the **Leave Workcenter** by which all users could receive alerts and a **Leave Dashboard** for displaying and allowing data-based reporting and analysis.
- Designed and configured **Special Leave** to allow non-TL users to enter work hours for **Snow Plow/Cleanup** hours since this work is done potentially by any and all employees if the weather-drive conditions dictate. Leave acted as reverse work and processed in Payroll like a work-related Time Reporting code. **Wrote reports for tracking usage as well as differing manager approvals** if the employee was qualified by assigning an **employee-level take code** with plow license expiration date.
- Developed bolt-on for **Administration of Leave Donations** (Requests / Receives / Use / Return) for internal and outer agency participations. Integrated usage as part of a **multi-level cascading** to streamline entry and processing to include unpaid time.
- **Conducted weekly project status meetings** to support functional/technical consultants and staff with task timelines, due dates, and completion status reports which provided state leaders with project effectiveness, plan deviations, and possible impacts to budgets. Participated in **weekly offshore development meeting** to discuss the customization retrofits, testing of proof-of-concept new enhancements, and project migration through development cycle and project plan phases. **Worked alongside state PMO** to ensure all documentation and deliverables were within state project guidelines.
- **Assisted in training entire new Payroll department staff on TL and PY functionality** and Manager on building reports for analysis and auditing of payroll processing activities by creating a comprehensive end-to-end payroll checklist and links to **training docs**.
- Created solutions will be implemented post-go-live in Phase 2.

Client: Wyoming Dept of Transportation (Cheyenne, WY)

Implementation Project SME - Consultant for a university employing over 21K staff in a **PeopleSoft FMS/HCM 9.2** design-develop bolt-on component for **FMLA/Military FMLA Admin/Mgmt** case/event administration / management through the leave life cycle (from initial inquiry to case closure).

- **Conducted fit-gap** sessions and documented current process mapping, and expectations from various user groups on all leave entry, approval, balances, and accruals. Evaluated **Absence Management** for compatibility and determined that current very custom leave accruals and time/leave entry would not be a fit.
- Completed a bolt-on solution keeping place all current mechanisms for entry and use, but crafted solution to include an online **Request Entry** page with auto-populated forms in a single PDF for distribution, a **Case/Event Tracking** tool to record all interactions with employee as well as a **PDF Document Generator/Distributor** for letters, a **Nightly Processing Program** to update Job & Time enrollment records, and the **Leave Workcenter** by which all users could receive alerts and a **Leave Dashboard** for displaying and allowing data-based reporting and analysis.
- Created solution to be compatible for administering all remaining leaves in Phase 2 to include Visio process flows with approval routings into a comprehensive users' guide.
- Supported effort from project initiation through initial unit testing scenarios.

Client: Washington University and Medical Center (St Louis, MO)

Production Support Lead/SME- Consultant for an oil-gas services industry firm employing over 75 staff and over 1000 W-2Billable contractors and Independent Consultants in a **PeopleSoft FMS/HCM 9.2** production support due to a sudden departure of the Business Systems Analyst.

- Completed post-go-live evaluation of implemented **PayBill Management with HCM** components as well as custom bolt-on for service industry time reporting by mapping all data flows as well as customizations in place as well as potential customizations.
- Supported TL/PI with explanation of setup and maintenance of tables and records, queries, and security for **TL and Dept Security Tree**. Analyzed solution to automate Roles and Permission List as well as Time Reporter Data based on Job code.
- Supported HR/BEN staff and leadership by conducting facilitated sessions on setup, usage, potential enhancement, and automations to include **Position Management, Manager Dashboard, TL-PI Workcenters** along with direct report approvals and delegations. Assisted HR Leadership in strategic 5-year plan for HCM systems.
- Taught HR and Payroll staff's refresher course sessions on functionality available. Provided client with understanding of **Total Rewards** concept for compensations as well as **eCompensation Manager Desktop** concept for **Department Budgeting** engagement of current year changes and ability to plan more efficient future budgets.
- Supported effort until new hired employee completed transition.

Client: Cenergy International Services (Houston, TX)

NOTE: Expanded resume to include 25 years of project support available upon request.