SAKTHIVADIVEL

As a strategic and analytical professional, I have a proven track record of successfully driving Business Intelligence and SAP projects in HR domains that supported key decision-making purposes and delivered tangible bottom-line results aligned with organizational objectives. Ready to take on a senior level role within a reputable organization, leading a team and leverage my skills and experience

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Key Skills

HRMS (SAP, Oracle, Darwinbox)

HR SAP Project / Program Management

PMS, Compensation & Benefits

Employee Engagement Lifecycle (Hire to Exit)

Business Intelligence tools

Business / Data Analytics

Data Modelling & Visualisation

Team Handling

HR Expertise

Power Automate

Profile Summary

- A result-oriented professional with **Power BI + SAP** of experience in **Project implementation (HR Analytics, HRM, HR-IT Systems, Project Management, Scrum Agile Methodology)**
- I Successfully deployed an HR analytics platform across all **75 hospitals** in India. This platform covers various HR functions such as **manpower count, cost, appraisal, salary, time, training, and expense management**
- Hands-on experience in working on **SAP** & updating employees' details related to **Joining / Transfer / Promotion / Resignation, Organizational Management, Attendance, Payroll Management, Performance Assessment & Compensation, Travel and Expense Management & so on**
- Facilitated **External Projects** conducted by **Kearney Consulting**; ensured organization stands for process improvements. Analyse Competitors practise and made recommendations to the Management.
- Proven acumen in working as **SPOC** in the business unit for all employees and managers relating to issues including **HRIS, SAP, HR System, Grievances and Work Life Balance**
- Proven talent in managing projects, implementing steadfast shared services & payroll practices, and in increasing productivity & overall organizational efficiency.
- Successfully coordinated with the **cross-functional teams** on delivery of rollouts across the organization; provided overview of features and changes to the **Business and Product Solutions**
- Certified **Project Management Professional** from PMI (USA)
- Travelled Overseas for Training and Project release.

Soft Skills

Strategic Planner Innovator
Collaborative
Decision Maker
Communicator
Problem Solver

BI Skills

Power BI, DAX
Power Query, M Code
ETL
MySQL

Certification / Education

- **2018: Project Management Professional (PMP)® -** Project Management Institute, USA **(PMP Number: 2169771)**
- **2003: MBA (HR and Marketing)** from Kongu Engineering College, Bharathiyar University
- **2001: BE (Mechanical)** from Maharaja Engineering College, Bharathiyar University

Career Timeline

2003-2007	2007-2015	2015-2020	2022-2023	Since 2023

📁 Work Experience

Aug'23 to till date with Gleneagles Hospitals as Lead – Analytics (DGM)

Role:

- Implemented HRMS with **Adrenalin MAX.**
- Spearheaded implementation of **Microsoft Power BI and Payroll system**, revolutionizing HR processes with predictive analytics and reporting, enhancing business agility
- Led HR analytics, creating and monitoring month-on-month HR cost summaries for **Manpower Budgeting Plan Vs Actuals, disseminating reports to CEOs, HR heads, and leads**.
- Proficient in managing employee data, payroll processes, HR record management, policy development, compensation and rewards management, and organizational change implementation.

📁 Previous Experience

Jun'22 to May'23 with Apollo Hospitals Enterprise Ltd as Lead – HR Analytics

Role:

- Administering:
  - **Power BI HR Analytics platform** including OM, PA, Time, Payroll, Budgeting, Expense and other allied HR systems for **30,000+ employees across 75 hospitals in various locations** (Doctors, Nursing, Paramedical and Administrative Executives)
  - Executed **Employee Opinion Survey**, analysed the results, formed **Cross-functional Team (CFT)**, facilitated CFT meetings & implemented various actions for **Organizational Development**
  - **HR Data/System Support** to HRBP and Locational HR for **HR Operations**
  - Implemented a **Real Time Tracking System** using Power BI and time recording system to monitor employee attendance, including the **presence of doctors within hospitals**
  - Payroll data integration with **Excelity Software solutions** (Payroll processing system)
- Implemented **Microsoft Power BI and Oracle HCM** to digitize and transform HR processes, incorporating **predictive analytics**, modelling, and reporting. This approach aims to enhance business agility and improve decision-making capabilities
- My role as the **HR analytics lead** involves the creation and monitoring of month-on-month HR cost summaries for **Manpower Budgeting Plan Vs Actuals.** These summaries cover various metrics, including company manpower cost, manpower count, revenue, and occupied beds. Regularly publish these reports on a daily or monthly basis to keep relevant stakeholders, such as **Promoters, CEOs, HR heads, and leads**, informed.
- Proficient in managing employee data, payroll processes, HR Record management, developing HR policies, managing compensation and rewards and implementing Organizational change
- Based on data analysis, Recommended **short-term and long-term goals**, as well as milestones, for **Key Performance Indicators** such as employee cost optimization manpower count and employee welfare measures.
- Developed various dashboards on **Power BI** and published them to the relevant stakeholders across the Organisation, including cross-functional teams
- Support **HRIS/Payroll and other Sub-functions** with HR data integrations and Strategic reporting solutions.

Nov'15 to Aug'20 with Greaves Cotton Limited as Senior Manager – SAP HR

Highlights:

- Administered:
  - **SAP HR platform** including OM, PA, Time, Payroll, Travel and other allied HR systems
  - Compensation & benefits / Salary Process for **2000+ employees** (White collars, Executive and Blue Collars) across various plant locations
  - **Performance Management Systems** (PMS) through SAP and building a performance-driven culture in the organization
  - **Competency Assessment** (Online evaluation of Job competency); coordinating for Compensation Benchmark study by **Cerebrus Consultant Agency**
  - **Employee Engagement Survey Lead** for conducting survey through **Willis Towers Watson**
  - Employees Data Management in **SAP HR system**
  - Periodical audit of the employee's data in **SAP system** by coordinating with the **Internal Audit department / External Audit Firms (KPMG, Deloitte & EY)**
  - Mapping of yearly compensation revision and performance reward payment for all HMIL employees
- Planning **manpower requirements & budgeting** in consultation with Department Heads; preparing JDs, allocating the resources.
- Managing **payroll processing functions** involving computation of salaries, attendance, leave, fixed & variable entitlements, Full & Final (F&F) Settlement, PF & ESIC while designing, implementing and administering payroll policies and procedures.

- Managing and participating in **HR related projects** led from the Business Segment / HR Group; developing professional network both internally and externally.
- Collaborating with **cross-functional departments** to obtain data / information related to new joinees, resignee, absconding employees and submitting the report to top management.

Feb'07 to Nov'15 with Hyundai Motor India Ltd., Chennai as Deputy Manager – Human Resources
Projects Executed: SAP HR Implementation, ESS/MSS Implementation, Employee Self Informative System Implementation, Vendor Entry Regularization (Barcode System Implementation), Contract Manpower Management – Bar Coding System, HRIS (Employee Administration) & Payroll Management

Highlights:

- Prepared **business process mapping As-Is & To-Be Process Documents** with end-to-end flow chart of business process
- Acted as **Technical-Point-of-Contact** and **Subject Matter Expert** for a team of 5-6 members; provided **HR Business process** to the development team and product delivery to the business users.
- Worked closely with Department Heads and extended leadership skills in delivering **ERP system** through various **projects implementation**
- Headed **Payroll processing** for **8000+ employees** and handover to FI for payments.
- Interfaced with **cross-functional teams** for issues related to **SAP (FI, Costing, Material Management, Vaatz, Sales & Distribution)**
- Projects Executed:
  - **3 SAP HR implementations** as a Technical and Project Lead
  - Revamped **salary structure** based on the management requirements.
  - **Systemization of contractor data** (40 companies) and vendor company employees (250 companies) who had to enter HMI on daily basis (6000 indirect employees)
  - Developed and maintained **contractor / vendor swipe and attendance system.**
  - Developed **MIS system "Focus"** for the benefit of Hyundai Top Management to view HR database on real time basis
  - **Vendor Entry System Regularization Implementation;** liaised with **40 Companies HR department** for their employee entry permit into Hyundai Company premises and vendor portal implementation.
  - Standalone system to display the SAP employee's personal data to the blue color employees.
  - Implementation of **ESS/MSS Module, Performance Appraisal, Competency Assessment, Training and event Management, Recruitment module**
  - **Online e-help system** – employee can interact with the concerned function administrators.
  - Implementation of **Organizational Management, Personnel Administration, Time Management and Payroll Management**
  - **Data migration** from AS400 system to SAP system

Jun'03 – Jan'07 with TVS Motor Company – Hosur as Senior Executive
Highlights: Manpower Planning, Payroll Processing, Compensation & Benefits, End-user for SAP HR Modules, KPI Formulation, Performance Appraisal, Conducted Career Workshop & Sponsoring for Higher Studies in Abroad, MIS Reports & Documentation

Technical Skills

- **MS Office** - MS Excel, MS Word and MS PowerPoint applications
- Power BI, Power Query, M Code, Power Automate
- SAP HR, ECC 6.0, ESS/MSS Modules
- E-Portal, Basis, Web Dynpro Environment
- Project Management Skills (MS Project)

Personal Details

- **Date of Birth:** 12th August 1979
- **Permanent Address:** Flat No. 202, Tower 10, Sky Dugar Apartment, Rajankuppam Road, Ayanambakkam, Chennai - 600095
- **Passport Number:** Valid & Active - K1038438
- **Language Known:** English, Tamil, Kannada & Hindi