



Industry: **Technology**

Skillset: **PeopleSoft HCM**

## Assignment

A large technology company was expanding and created a spin-off company. There needed to be a separate process for Core HR, Payroll, Benefits and Security. Need to create custom workflows for timesheet app approval to manager as well as configure a payroll solution to work with an outside vendor. Payroll solutions included garnishments, advances and state taxes.

## Implementation

Started by customizing AWE (Workflow Engine) from end to end for PAR transactions Approval process, so that Employee Information Change needed to be approved by HR managers. Created query roles and customized PAR component. Developed custom time and labor rules to take care of rounding rules, meal over times, and scheduled days off. Also, created custom processes to have hourly employee counts based on the full or part-time status and the number of active hours worked.

Other implementations include:

- Created both template and custom rules for Time Administration processing.
- Designed and customized weekly elapsed time entry screen to include hourly totals and Holiday balances.
- Created rules for overtime, holiday, time reporter status, TRC approvals, and comp time.
- Developed queries that checked for eligibility, time not reported, time that needs approval, time that was over 8 hours per day, time that used holidays, and an assortment of other queries that payroll had requested.
- Fit/gap analysis for PeopleSoft to 9.2 upgrades for NA Payroll, Time and Labor, and Base Benefits.

## Results

The results of this 12 month project include the resolution of ongoing payroll issues, quick turnaround times for reporting and resolution of vacation time/leave data. The corrected payroll issues and reporting saved the company tens of thousands of dollars and created a more streamlined process taking hours off of staffers work week. The implementation also led to adding an option for using an employee badge for meal deduction increasing moral and time efficiency. There was also a stock options add-on which increased the number of employees that participated making the overall portfolio more valuable.