

**Jitender Singh Rathore**

HR Systems Manager/
Information Systems Manager/
ERP Project Manager/
IT Project Manager/
Oracle HRMS Techno Functional Consultant

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I am a professional project manager with expertise in Oracle Ebusiness Suite ERP. I enjoy both areas of business and feel that I am successful at working on projects from conception to delivery.

I am self-motivated and forward thinking. I like to be challenged and I like to challenge and I feel this is the main reason why I make successful changes for businesses. I like to meet my deadlines and targets on every project.

I am an excellent communicator and great team worker. I can work on my own initiative as well as with others and enjoy learning and getting involved in new skills. I am organized and thorough in my work and like to pay great attention to detail at all times.

- Implementing new initiatives.
- Signing off projects as completed.
- Meeting deadlines and individual time lines for each project.
- Internal HR system Audit.
- Vendor Engagement & Management
- Conducting Key & end user training.
- Plan, direct, and coordinate HRIS activities of an organization to maximize the use of human resources and maintain functions.
- Ensure services are in compliance with professional standards, state and federal regulatory requirements related to recordkeeping and reporting.
- Design & maintain grievance, helpdesk & transactional approvals workflow.

- Implement new business application systems.
- Looking at new areas which could be a new project.
- Identifying new projects.
- System Access/design risk assessment & audit.
- Engaging IT Team, business users & External Vendor for Projects.
- Direct the design, selection and implementation or modification of HRIS and other HR computer solutions.
- To Manage maintenance and accuracy of employee data, for reporting and distribution.
- Maintenance of intellectual, project & policy documents.
- Represent organization in exhibitions & conferences.
- Identify & prepare project plan for latest technologies for businesses.

Technical Skill Set		
ERP	Development	Project Methodology
Oracle E Business Suite [R12, 11i]	Oracle Reports Builder [10g, 6i]	Oracle A.I.M. Methodology
Oracle Fusion & Taleo cloud systems	Oracle Forms Builder [10g, 6i]	Oracle OUM
	XML Publisher	Agile
Oracle HRMS Techno-functional Consultant	AME & Alerts	Lean Six Sigma
	Oracle Discoverer	Kaizen
	Oracle Workflow	
Modules – Core HR	SQL	
Payroll	PL/SQL	
Advance Benefits – OAB	Excel VBA	

Self Service – SSHR
Benefit Self Service
I Recruitment
Performance
Compensation
Learning Management
Time & Labour

Organizational Experience

Gulf International Bank - GIB	Bahrain, Saudi Arabia
HCM Systems Lead	Dec 2016 – Jul 2019
Project Manager, Implementation & Support	Oracle EBS R12 HR, Payroll, SSHR, PM, Reports, CWB
Clients – Gulf International Bank	
<p>GIB is licensed by the Central Bank of Bahrain as a conventional wholesale bank and a Conventional Retail Bank (branch). It is owned by the governments of the six Gulf Cooperation Council (GCC) States, with the Kingdom of Saudi Arabia holding a majority stake.</p> <p>GIB in 2017 initiated implementation of Oracle EBS R12 to cater needs of HR department and introduced Oracle HRMS to manage HR, Payroll, SSHR, PM & SSHR needs. As per my role HR Systems lead I successfully managed to lead implementation for IT & Business by coordinating with vendor team for implementation and provided post implementation support for day to day issues, enhancements & technical development of required reports.</p>	

Office Of President Of UAE	Abu Dhabi UAE
Project Manager Oracle HRMS	May 2016 – Nov 2016
Project Manager, Implementation & Support	Oracle EBS R12 HR, Payroll, SSHR & Reports
Clients – Supreme Council Of National Security	
<p>Office of His highness president of UAE & ruler of Abu Dhabi Sheikh Khalifa Bin Zayed governs multiple central ministries including of few direct grant exclusive departments.</p> <p>In 2016 Office of President granted a project to digitalize newly created entity under Supreme Council of National Security. This entity was implemented using Oracle EBS R12 HR, Payroll & SSHR modules. As Project Manager I managed successful delivery of implemented modules & post prod support for stabilization period.</p>	

Mashreq Bank	Dubai UAE
Assistant Manager HR Systems	Feb 2015 – Apr 2016
Project Manager, Implementation & Support	Oracle EBS R12 HR, Payroll, SSHR, Reports Oracle Fusion Cloud Performance & Talent, Taleo Learn, Taleo Recruit, HR Help Desk
Clients – Mashreq Bank Injaz Services	
<p>The Dubai-based Mashreq bank psc is the oldest privately owned bank in the United Arab Emirates. Founded as the Bank of Oman in 1967, Mashreq was the first UAE bank to install ATM cash dispensers, the first to issue debit and credit cards and the first to introduce consumer loans.</p> <p>Mashreq Bank is a pioneer in introducing latest technology to business operations; in 2015 Mashreq introduced implementation of Oracle cloud modules for their HR support functions. As an Assistant Manager HR Systems I successfully delivered multi module implementation of Oracle Fusion & Taleo talent suite.</p>	

Paris Sorbonne University	Abu Dhabi UAE
Senior Consultant Oracle HRMS	Sep 2011 – Jan 2015
Implementation & Support	Oracle EBS R12 HR, Payroll, SSHR, Reports, OTL
Clients – Paris Sorbonne University	
<p>PSUAD was established by decree of the ruler of the Emirate of Abu Dhabi. The establishment of the university demonstrates the keenness of Abu Dhabi to create an international hub in culture and education.</p> <p>As Sr. Consultant Oracle HRMS I provided post production support and stabilized implemented HCM suite. During my tenure at PSUAD I also had an opportunity to redesign few functions and designed a new OTL module to cater post production needs of Oracle EBS implementation.</p>	

Raqmiyat	Abu Dhabi UAE
Oracle HRMS Consultant	Sep 2009 – Aug 2011
Project Lead, Implementation & Support	Oracle EBS R12 HR, Payroll, SSHR, PM, Reports, iRec, OLM, OTL, Property Management
Clients – Tawam Hospital SEHA Hospitals Royal Jet Airlines Presidential Flight Abu Dhabi Aviation	
<p>Raqmiyat, founded in 1983 a leading Systems Integration and IT Services company in the UAE (United Arab Emirates), provides world-class business solutions through its expertise in various domains and partnership with international firms of repute.</p> <p>Raqmiyat is an ace in delivering Oracle ERP & support applications. As my role Oracle HRMS consultant I had an opportunity to serve at one of the best hospitals in UAE as primary support consultant for HRMS module. During this tenure I also had an opportunity to support multi-client projects for limited durations.</p>	

Fidelity Investments	USA
Software Engineer	Jul 2005 – Sep 2009
Project Lead, Implementation & Support	Oracle EBS 11i HR, Benefit SSHR, Advance Benefits
Clients – Bank of America Coventry Bank La Salle Bank Merrill Lynch Bank Pepsi Co Pepsi Bottling Group Textron Unilever American Airlines United Airlines Merck	
<p>Fidelity Investments Inc., commonly referred to as Fidelity, earlier as Fidelity Management & Research or FMR, is an American multinational financial services corporation based in Boston, Massachusetts. It is one of the largest asset managers in the world.</p> <p>Starting my career with Fidelity investments in 2005; I learnt Oracle EBS technology quickly and successfully delivered several projects during my tenure. I had an opportunity to serve few of major clients as POC including companies like Bank Of America & Pepsi Co. During this period I had tremendous exposure to the domains of HR industry and most successful techniques to implement Oracle EBS HCM modules.</p>	

Major Projects

Bank Of America - Total Rewards Implementation

Oracle EBS 11i Advance Benefits, Payroll, Benefit Self Service

During 2008 – 2009 Bank of America initiated a new project to redesign their HR benefits to all staff using Oracle EBS 11i. This project included redesign of all benefits country wide and introduced new benefit structure. As POC I had an opportunity to successfully delivery of project from end to end.

Mashreq Bank – Oracle Fusion Talent, Taleo Learn, Taleo Recruit, HR Help Desk Implementation

Oracle Fusion Talent, Taleo Learn, Taleo Recruit

As a trendsetter Mashreq in introduced latest technology to HR business operations in 2015 and implementation of Oracle cloud modules for their HR support functions. As an Assistant Manager HR Systems I successfully delivered end to end multi module implementation of Oracle Fusion & Taleo talent suite.

Gulf International Bank – Oracle EBS implementation

Oracle EBS R12 HR, Payroll, SSHR, PM, CWB

GIB in 2017 initiated implementation of Oracle EBS R12 to cater needs of HR department and introduced Oracle HRMS to manage HR, Payroll, SSHR, PM & SSHR needs. In the role of HR Systems lead I successfully managed to lead end to end implementation of EBS Suite R12.

Supreme Council Of National Security – Oracle EBS Implementation

Oracle EBS R12 HR, Payroll, SSHR

In 2016 Office of President granted a project to digitalize newly created entity under Supreme Council of National Security. This entity was implemented using Oracle EBS R12 HR, Payroll & SSHR modules. As Project Manager I managed successful delivery of implemented modules & post prod support for stabilization period.

Qualification

Master Of Science – Information Technology
Bachelor Of Science – Information Technology
Computer Science Engineering

Mahatma Gandhi University
Mahatma Gandhi University
BIT Bangalore

Personal Details

Date Of Birth
Nationality
Marital Status
Languages

10-Dec-1981
INDIAN
Married
English, Hindi, A1 German, Arabic Beginners