

Robin M. Byers
2723 74th Ave SE
Mercer Island, WA 98040
(206) 275-2374
RobinMB@AOL.com

SUMMARY OF QUALIFICATIONS

- Knowledge of the entire PeopleSoft Human Capital Management (HCM) suite, releases 5.0, 6.0, 7.0, 7.5, 8.3 and 8.8
 - Project, team and process management skills; highly effective planning, executing, monitoring and supervising to realize full product potential and timely completion deadlines
 - Detail and high level analytical skills, problem solving and troubleshooting in both technical and functional areas
 - Senior-level project manager on highly complex engagements
 - Industry experience includes Manufacturing, Health Care, Entertainment, Financial Services and Public Sector
-

PROFESSIONAL EXPERIENCE

Seattle Public Schools
IT Coordinator/Business Analyst
February, 2005 to present

- Documented current state and proposed requirements for the Districts' encumbrance process
- Prepared first draft of requirements for a comprehensive HCM to meet the Districts' needs
- Identified unused system capability, including garnishments, workers compensation, COBRA, benefits billing, employee reimbursement, training and development, and developed implementation plans, system and user requirements and specifications, ROI and assisted in testing and implementation
- Identified business process improvements and implemented changes in accounting and accounts payable interfaces with payroll and benefits

Swedish Hospital
Consultant *August, 2004 to January, 2005*

- Assisted HRM project with initial Open Enrollment process in PeopleSoft 8.3 Benefits Administration. Trained benefits analysts and staff in establishing OE events, benefits clone utility, reconfiguring supplemental life plan and new medical plan options and pricing. Developed test plan and matrix. Developed specifications for to/from interface to third party vendor. Developed UAT and SIT test plans and cycles.
- Additionally, documented process flows for daily event processing, including impacts to Ben Admin and Payroll from HR-initiated transactions. Provided production support to HRA and Benefits analysts.

Washington Mutual
Senior HRIS Consultant/Solution Architect *March, 2002 – July, 2004*

- Conducted thorough review of current-state PeopleSoft installation. Prepared Concept Proposal, Executive Summary, and Business Case in support of the re-implementation of the PeopleSoft 8.8 product.
- Assisted in the development of complex resource requirements, phase design, project cost and scope. Presented final project proposal to Senior HR Council.
- Promoted to Solution Architect for the project. Duties include complete knowledge of all design and development activities, challenges and opportunities for process improvements and product use. Guide team members in the over-arching design and deployment of the implementation, including scope and deliverable decisions. Assist teams in developing complex test strategies and cycle use for SIT, UAT and parallel testing.

- Served as Manager for sub-projects including Reconciliation/Parallel, Conversion Validation and Production Cutover.
- Provided the Payroll/Time & Labor track with knowledge of state wage and hour and other regulatory reporting requirements. Identified issue with out-of-compliance pay situation with California and 4 other states. Assisted in the development of a complex business case to HR and Finance Executives regarding exposure to compliance issues. Developed alternative strategies and formulated recommendation for process change.
- Provided HR Operations support leadership with pending-regulatory changes in California and HIPPA regarding the use of Social Security Numbers, encoded/encrypted data and changes in EEO reporting.
- Serve as Product roadmap expert on the use of existing and new functionality within the PeopleSoft application to insure we continue to design toward using the functionality.

*Reed – Marec Consulting Group, Inc. for Waste Management
Senior Consultant August, 2001 – March, 2002*

Managed the implementation of Benefits Administration 7.5 for a major waste management corporation with over 57,000 employees and an excess of 300 union contracts. Provided quality assurance review of configuration and custom reports and interfaces. Performed system, parallel and integrated testing. Assisted client management in establishing job positions and qualifications for new internal client resources.

*Reed – Marec Consulting Group, Inc. for AT&T Wireless
Redmond, WA April, 2001 – August, 2001*

Conducted review and walkthru of Business Requirements of core HR and Base Benefits process flows and “To Be” requirements for PeopleSoft 8.0 functionality. Assisted in the redesign of documentation for generic HRMS system selection. Advised EEO/AA function on current regulatory reporting requirements and assisted in the development of new reports and data cleansing tools. Developed Security Strategy document and provided mapping of Security requirements to the strategy. Documented Payroll Interface requirements and process redesign. Documented processes as candidates for process improvement and best practice baseline. Acted as mentor to junior-level system and functional business analysts.

*Reed - Marec Consulting Group, Inc. for Corio, Inc.
Redwood City, CA October, 2000 – February, 2001*

Assisted in the implementation of the Human Resource, Base Benefits and Payroll Interface modules for three clients of Corio, Inc. in the Application Service Provider (ASP) model. Developed benefits and security configuration. Developed functional and technical specifications for interfaces and custom reports to replace functionality provided by Benefits Administration.

*Reed - Marec Consulting Group, Inc. for City of Ontario
Ontario, CA April, 2000 – October, 2000*

Reviewed and documented current state. Corrected Payroll and Benefits table set-up. Corrected Benefits Administration set-up in preparation for Open Enrollment and go-live for Event Maintenance. Established Garnishment processing and documented procedures. Established Bond processing. Created Retro and Final Check programs and processes. Assisted Human Resources in data audit and correction. Set-up processes for quarter-end tax filing. Performed mass General Salary Increase, including MCOP. Developed specific garnishment rules.

*Reed - Marec Consulting Group, Inc. for WellPoint Health Networks
Thousand Oaks, CA February, 2000 – April, 2000*

Reviewed and corrected erroneous Benefits Administration table set-up and processing. Reduced daily processing errors from over 3,000 to one. Examined benefits staffing and workflow and made recommendations to employ best practices for this department. Designed new Leave Plans and Leave Plan Inquiry panel for improved end-user assistance. Reviewed Retiree benefits plans, built all base and benefits administration tables and implemented automated processing. Trained end-users and implemented Benefits Billing for leave of absence and retirees.

Reed - Marec Consulting Group, Inc. for Universal Studios

Los Angeles, CA January, 1998 – February, 2000

Functional consultant to the EMPower project, implementing the Human Resource functionality of the PeopleSoft HRMS product, migrating all legacy Employee Benefits functions to PeopleSoft and integrating the ASA and PeopleSoft products. Performed field, table and data assessment, analyzed job history and personal data clean-up efforts, participate and consult to all related efforts, including process design, job code design and benefits migration. Prepared business case for senior management to use as a go-forward with the re-implementation of PeopleSoft payroll. Established Leave and Pension plans using delivered and custom functionality to comply with 66 union and guild requirements and non-union plans. Created specifications for custom processes to support Studio Labor and Supplemental Labor (fringe) reporting requirements.

Requirements definition, requirements weighting strategy and vendor selection of an automated hours-to-gross solution to replace the current manual timecard function. Participated in vendor training, designed pay rules and developed test and demonstration data for use in side-by-side vendor evaluation. Conducted numerous demonstrations to various groups across all business lines. Participated in final selection (ASA SmarTime) and served as technical project manager. Also participated in vendor identification and selection of an IVR/Web to support time collection. Designed PeopleSoft/ASA interfaces.

*Reed - Marec Consulting Group for CalMat Co.
Los Angeles, CA October, 1997 – January, 1998*

Served as functional consultant for the implementation of the 6.01 version of Human Resource, Base Benefits and Payroll modules. Client of 1,500 employees in four states and a heavy union employee population implemented on the NT platform using MS/SQL Server. Assisted in the design and development of two custom interfaces; a front-end time card system which built paysheets and reported expenses, and an interface from PS to WestCorp to support a very out-of-date version of their software. Performed all table review and clean-up, prepared system parallel and go-live plans, prepared 14 specifications for custom reports, panels and table modifications, including modifications to support two new benefit plans not delivered with PeopleSoft. Trained users in process flows, forms and procedure redesign and supported extensive testing of on- and off-cycle payroll, garnishment and benefits processing. Directed the project from requirements to implementation in nine weeks.

*Reed - Marec Consulting Group for Toshiba America Information Systems
Irvine, CA April, 1997 – October, 1997*

Lead functional consultant for the Human Resource, Payroll and Benefits Administration implementation of PeopleSoft release 6.0. Human Resource live date of October 20, 1997 with full Payroll and Benefits Administration processing, including daily event maintenance, January 1, 1998 live date. Product is running on AS/400 with DB2/400. Developed modifications including design of a new incentive compensation tracking process and a combined job requisition, position management and budget process. Additional responsibilities included designing the data mapping and conversion strategy, designing variance and modification tracking documents and creating detail design specifications for 140 new and modified SQRs, menus, panels and reports. Designed and built department reporting and security tree with an excess of 3,000 nodes.

*Inventa Corporation
Western Staffing Services
Walnut Creek, CA September, 1996 – April, 1997*

Managed the final phase of implementation of PeopleSoft v5, Human Resource, Benefits and Payroll, for the permanent employee database, including migration and upgrade from version 3 to 5, and from DEC/VAX to UNIX. Developed custom interfaces for benefits carriers, FLS interface and mid-year conversion from ADP. Examined and redesigned all table entries, employee data and supervised input of all employee benefit data (could not be converted from ADP).

*Director, HRIS
UniHealth America
Burbank, CA January, 1991 – September, 1996*

- Responsible for Human Resource, Payroll and Benefits systems and development efforts in support of a 13,000 employee managed-care company, including for- and not-for-profit entities, hospitals, medical groups, professional services and an HMO.
- Directed needs assessment, proposal, budget, developed ROI and RFP, conducted vendor evaluation and selection resulting in the licensing of the PeopleSoft HRMS, Managed team comprised of seven functional analysts and four consultants for a live date of July 1, 1996.
- Managed the design, development and implementation of a full Flexible Benefits plan, including plan design and pricing, communications, training, system design and implementation. Cost savings exceeded projected \$7.0 million annually.
- Directed the implementation of the KRONOS Time and Attendance System in nine locations.
- Conducted a requirements definition, vendor evaluation, budget and ROI resulting in the selection and implementation of the RESUMIX applicant management product. Projected cost savings of 1.5 FTE annually at pilot location was realized.

Systems Manager

Management Compensation Group/Mullin Consulting

Los Angeles, CA November, 1989 – January, 1991

- Directed the activities and projects of three application programmer/analysts and network administration.
- Designed network configuration including multiple LANs and WANs in support of 375 employees in 19 locations nationwide.
- Planned, monitored and controlled work of independent consultants on specific projects.

HRMS Project Manager

Transamerica Information Systems

Los Angeles, CA July, 1986 – November, 1989

- Led a multi-company matrix project team in the design and implementation of the InSci Payroll/Personnel system
- Managed three direct and seven indirect reports, including business and system analysts and programmers
- Served as the Customer Account Representative for the 6,000 employee Life Company as well as the corporate office.
- Implemented a full Flexible Benefit program for three companies, including design of interfaces, administration and forms.

Senior Management Consultant

KPMG Peat Marwick

Los Angeles, CA January, 1983 – July, 1986

- Specialized in Organization Design, Operations Improvement and large scale system development projects
- Representative engagements include:
 - Organization analysis and redesign for a multi-billion dollar California savings and loan
 - Profit improvement and operations analysis for a multi-state banking system
 - Design and development of an Oil Lease and Accounting system for the City of Long Beach
 - Design, development and implementation of a Materials Management POS system for the City of Los Angeles
 - Structured retrofit of a legacy system for a major insurance company
 - EDP audits for three savings and loan organizations
 - Structured Productivity Analysis, organization design and implementation of resulting structure of the Los Angeles County Employees Retirement Association (LACERA).

Experience from 1977 to 1983 provided upon request

EDUCATION

Bachelor of Arts Degree, English, Journalism minor; Miami University, Oxford, Ohio 1977
German, European History, Religion; Pepperdine University, Heidelberg, Germany 1974-75
Journalism, Communications, Education; Pepperdine University, Malibu, California 1973-74