

Business Applications Human Capital Management Consultant

Job Description

The HCM Business Applications Consultant has a developed skillset for implementation and conversion projects within the Deltek Costpoint family suite. This consultant should be capable of working independently as well as in teams.

Responsibilities

- Organize and execute assigned business projects on behalf of clients (accounting, timekeeping, payroll, project control, management reporting etc.) according to client's requirements
- Meet with assigned clients when needed and perform an initial assessment of a problematic situation
- Collect information about the client's business through a variety of methods (shadowing, interviews, surveys, reading reports etc.)
- Analyze and interpret data to unearth weaknesses and problems, and comprehend the causes
- Formulate recommendations and solutions with attention to a client's wishes, capabilities and limitations forming concise reports
- Present findings and suggestions to clients with ample justification and practical advice
- Develop detailed business plans to drive small or radical changes
- Assist the client in implementing the plan and resolve any occasional discrepancies
- Provide guidance for any occurring problems and issues
- Provide insight and documentation into process improvement for client supported activities for internal team to utilize
- Provide insight into level of effort for parts of projects or activities

Requirements

Consultants typically need a minimum of a bachelor's degree in business management or business administration. Other business-related fields, such as marketing or accounting, may be appropriate for those in this career. Courses in a business program may include accounting, management principles, financial modeling, business law, marketing, and communications.

- 5+ years of experience with Deltek Costpoint, Deltek Time and Expense and HCM
 - Specifically, People Module of Costpoint, including Benefit Setup and Maintenance, Time and Expense with ESS
 - Plus – Talent Management
- Overall understanding of gaap, FARS and DFARS
- Knowledge of payroll, benefits and labor laws
- Proficiency in MS Office, specifically MS Office 365

- Familiarity with a wide selection of business management software (CRM, Deltek, etc.) and databases
- Outstanding communication and interpersonal skills
- Analytical mind with excellent data collection and analysis skills
- Aptitude in creative problem-solving
- BSc/BA in Accounting; MSc/MA in a specialized business field will be an advantage