

BENJAMIN LEE

Peoplesoft Administrator

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PROFESSIONAL SUMMARY

Results-driven PeopleSoft Administrator with extensive experience in implementing and maintaining PeopleSoft systems. Skilled in application configuration, performance tuning, and user training. Adept at resolving technical issues and providing exceptional support to end-users. Committed to improving system efficiency and user satisfaction through innovative solutions and best practices.

WORK EXPERIENCE

Peoplesoft Administrator May / 2021- Ongoing
Quantum Solutions LLC Phoenix, AZ

- Assisted in the integration of PeopleSoft with other enterprise systems.
- Created detailed project plans for HRMS 8.9 upgrades, incorporating custom tasks and timelines.
- Managed process scheduler for scheduling SQR039 programs and other critical tasks.
- Developed component interfaces for efficient bulk data loading into setup pages and Plan Admin components.
- Regularly applied patches and updates to maintain system integrity and performance.
- Oversaw all PeopleSoft application environments from Development to Production, ensuring optimal functionality.
- Provided on-call support for production issues, particularly during payroll processing.

Peoplesoft Administrator May / 2020- May / 2021
Cactus Creek Solutions Phoenix, AZ

- Administered daily PeopleSoft production support tasks, including environment migrations and troubleshooting.
- Applied tax updates, patches, and bundles consistently to keep systems current.
- Performed tools upgrades for various PeopleSoft applications, ensuring compatibility and performance.
- Installed and configured PeopleSoft environments based on development team requirements.
- Troubleshoot and resolved issues reported by application teams, ensuring minimal downtime.

EDUCATION

Bachelor of Science in Information Technology May / 2019 - May / 2020
Tech University Phoenix, AZ

Focused on systems administration and database management, providing a strong foundation for PeopleSoft administration.

SKILLS

- Workstation Configuration
Upgrade Planning
Report Management
Peoplesoft Portal
Web Services Integration

INTERESTS

- Home Brewing Wildlife Conservation
Running Public Speaking

STRENGTHS

- Willingness Wisdom
Zeal Ingenuity

LANGUAGES

- English Arabic Russian

ACHIEVEMENTS

- Successfully upgraded PeopleSoft HRMS from 8.0 to 8.9, enhancing system performance by 30%.
Developed and executed project plans for application upgrades, ensuring timely completion and minimal disruption.