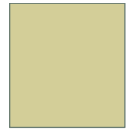


# DEREK THOMPSON

CHANDLER, AZ 85249

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## Summary

Information Systems professional with a background in Human Resources Information Systems (HRIS), time and labor, database administration, applications development/programming, project management, reporting, process improvement and data analysis in the healthcare industry. Well-developed analytical problem-solver with the ability to proactively identify and resolve issues with creative solutions and a high sense of urgency. Highly effective verbal and written communicator with the ability to lead and influence others along with a team player attitude capable of bringing energy and enthusiasm into projects.

## Experience

Lead HRIS Analyst ▪ September 2008 – Present

Apria Healthcare ▪ Home Office, Chandler, AZ

- Utilize ADP Reporting & Microsoft Excel/Access with VBA and SQL for complex reporting/auditing. Audits reports for accuracy and consistency. Establishes schedules to ensure reports are generated and distributed in a timely manner.
- Member of the core implementation team during the implementation of ADP Enterprise eTime (Kronos Workforce), Teletime, Enterprise HR v5, ADP Reporting, GL & ESS/MSS.
- Identify HR processes for automation and then design, develop and implement using a variety of tools/programming languages: VBA, Excel, Word, PowerPoint, Access, PHP/HTML & SQL.
- Enterprise eTime (Time and Labor) configuration, reporting and administration. Configuration of pay rules, accrual profiles, functional access profiles, person types, pay codes, break & bonus rules, work rules, pay code distributions, HyperFind queries, QuickNavs, security and labor levels.
- Project manager lead on many HRIS projects.
- Created import definitions used during acquisitions. Managed the employee import process.
- Assists in the design, development, testing and implementation of new or modified systems to meet changing business requirements.
- Provides system security by defining and establishing system operator profiles and passwords.
- Assists in maintaining the integrity of human resources information systems through auditing.
- Determine the efficiency and effectiveness of the HR systems and make recommendations.
- Develop documentation and deliver in person or virtual training sessions.
- Experience with multi-state payroll processing and tax rules and regulations.

Owner ▪ July 2005 - Present

MindUse.com ▪ Aliso Viejo, CA

Designs, develops and manages a network of websites. At the network's peak, it was visited by 150,000 unique daily visitors and upwards of 8MM page views per month. The network is managed solely with a high capacity dedicated Linux CentOS server running a LAMP (Linux Apache MySQL PHP) environment and Sphinx.

Technical Applications Analyst II ▪ July 2013 – January 2014

ADP ▪ Home Office, Chandler, AZ

- Tier 2 & 3 support for the Enterprise eTime (Kronos Workforce Timekeeper) application responsible for solving escalated technical cases utilizing Siebel CRM
- Provide concise and easy to understand solutions to tier 1 and clients
- Stage/install Enterprise eTime for use with troubleshooting utilizing VMware
- Review and install service packs and/or patches for testing escalated cases
- Troubleshoot and correct error messages with research and/or testing
- Identify application or database (Oracle and MS SQL) level bugs and submit to engineering for review
- Perform service restarts and/or work with hosting provider to perform restart
- Screen share (Bomgar) directly with clients to resolve Java or other technical issues
- Review application and JBOSS log files for troubleshooting
- Develop/troubleshoot interfaces using Interface Designer (Workforce Integration Manager - WIM)
- Identify application core configuration issues and present solutions
- Troubleshoot Process Templates using Process Designer
- Perform Process Manager reviews and troubleshooting

Technical Assistant ▪ June 2004 – June 2006

Gallagher Bassett ▪ Aliso Viejo, CA

- Processed insurance claims using a proprietary system.
- Managed an internal Access database for an Iron Mountain file storage system.
- Assisted management with Word documents and Excel spreadsheets.
- Records room/filing.

**Skills**

- Human Resources Information Systems (HRIS)
- ADP Enterprise HR v5.01
- ADP Reporting R10 – 12
- ADP Enterprise eTime v5 - v7 (Kronos Workforce Timekeeping)
- Enterprise Integration Manager (EIM) – Workforce Integration Manager (WIM)
- Enterprise Device Manager (EDM) – Workforce Device Manager (WDM)
- ADP Employee Self Service / ADP Manager Self Service
- Microsoft Office Suite 2003-2013 (Excel, Word, Outlook, Access, PowerPoint & Publisher)
- In-depth knowledge of Visual Basic for Applications (VBA)
- Project Management
- System Automation
- SAP
- PHP (PHP: Hypertext Preprocessor)
- SQL
- HTML
- CSS
- Linux Server Administration (CentOS 64bit)
- Siebel CRM
- VMWare
- Bomgar

## **Awards**

- STAR Partner of the Month, November 2012, Enterprise eTime, ADP
- MVP "Most Valued Partnership" Award, February 2013, ADP

## **Websites**

- <http://www.derek-thompson.com>
- <http://www.minduse.com>
- <http://www.linkedin.com/in/derekrthompson>

## **References**

References available by request