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# Example of PeopleSoft Consultant Job Description

Our growing company is hiring for a peoplesoft consultant. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for peoplesoft consultant

* Client engagements working on identifying and gathering client business needs, working with the delivery team on providing well-thought out and customer advantage solutions, creating and building functional documentation
* Provides PeopleSoft functional expertise and leadership in responsible areas
* 5+ years experience with Campus Solutions Admissions
* Leads and coordinates all aspects of module area requirements definition
* Facilitates knowledge transfer with client team members
* Works collaboratively with other team members and staff to develop implementation models and test plans
* Initiates action to identify and resolve Admissions/Recruiting problems/issues
* Reports to project management mitigating steps and actions taken to ensure project success and quality
* Work on client engagements working on identifying and gathering client business needs, working with the delivery team on providing well-thought out and customer advantage solutions, creating and building functional documentation, such as, functional designs, assist the technical group in creating the technical design documents, client meeting agenda/notes, tracking work product tasks, milestones, statutes, and outcomes
* Lead Fit/Gap sessions on Admissions/Recruiting work with the client to find solutions to address the gaps

## Qualifications for peoplesoft consultant

* Consultant should understand HCM architecture and integration to FSCM
* Consultant should be comfortable leading and facilitating meetings
* Consultant must be well versed and comfortable with client interaction
* Senior PeopleSoft Payroll resource, with experience in setting up FLSA (State Regulations), tracking tipping, minimum wage, commissions
* High expertise in HCM Payroll and any of the below HCM modules and/or HCM functionality
* Knowledge of approaches, tools and techniques for working with individuals and groups in a matrix organization