Human Resource Information System

Normally businesses are maintaining their HR and payroll function manually or on excel sheets in a disintegrated manner. provides integrated HR & Payroll Management software; a complete, simple and integrated system, which keeps track and record all transactions at real time and obtain all the relevant information immediately.

HRIS Solution Components

1. **Human Resource Module**

   a. **Employee Management:** In this section user can create new employees with a comprehensive details of each employee such as:

      i. Personal Information

      ii. General Information

      iii. Salary Structure

      iv. Reference

      v. Experience

   b. **Employee Attendance:** System cater for both attendance through machine (biometric devices), through access cards and manual attendance.

      i. Integration with the Device: Any biometric machine can be integrated with the software to capture employee attendance through the biometric device. Most popular machines in use are of ZT series.

      ii. Manual Attendance: Provision of manual attendance is also incorporated, just in case if the client doesn't want to go for a biometric devices

      iii. Employee card: will be generated form the system, and can be issued as often as required, without any additional cost.

    iv.   Attendance Adjustment: Auto as well as manual attendance adjustment option available.

c. **Employee Leave Management**

d. **Developing Multiple Shifts:** Shifts can be created using shift roster, which will define the working days and time slot for each employee or department

2. Payroll Module

a. **Payroll Management**

    i.   Generation of Salary sheet: Automatic upload of monthly employee attendance in payroll system and generation of salary sheet based on the time and attendance data.

    ii.   Adjustments possible in all segments that effect the overall salary of an individual employee.

    iii.   Over time calculations: provision exist for including or excluding overtime in monthly salary calculation

    iv.   Other features of payroll include

- Advance Salary

- Employee loans

- Final account settlement

b. **Reporting**

    i.   Salary Sheet

    ii.   Employee Pay slip

    iii.   Denomination Sheet

    iv.   Bank Letter

     v.   Income tax deduction statement

    vi.   EOBI statement

   vii.   Attendance sheet single date

  viii.   Attendance sheet employee wise

    ix.   Time register

Overall it is the latest software with all features what a medium level clients are looking for. This software is so developed to meet the industry standards. It is highly cost effective in relation to the provisions incorporated in it, user friendly and shall facilitate management to monitor company activities through one click. There is no restriction for number of users; and no limit on concurrent users. Moreover, for higher management to monitor progress, an automated reporting system has been designed. The solution offered is developed in dot net with MS SQL server database at back end. All the reporting available in the system is designed on Crystal reporting tool. The solution can be deployed at client's local server, however, the provision for hosting software database at online server also exist.

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