

Fact Sheet Of HRMS

About us

This cloud-based Human Resource Management System is designed to automate HR operations, enhance workforce management, and improve employee experience. It features a three-panel structure-Admin, Manager, and Employee-ensuring seamless role-based access and optimized workflows.

還 HRMS Panels



- ■Admin Panel Manages employee data, payroll, attendance policies, and system security.
- Manager Panel Supervises team attendance, approvals, shift planning, and performance.
- **3** Employee Panel Allows employees to check attendance, apply for leave, and view payroll details.

Advantages

- ✓ Automates HR Operations Reduces manual effort and increases efficiency.
- ✓ Role-Based Access Control Provides secure and customized access for Admins, Managers, and Employees.
- ✓ Seamless Payroll Processing Automates salary calculations, tax deductions, and payslip generation.
- **✓** Real-Time Attendance & Leave Tracking GPS, biometric, and online tracking ensure accuracy.
- ✓ Customizable & Scalable Adaptable for small businesses, startups, and large enterprises.
- √ Secure Cloud-Based Storage Ensures encrypted data protection and easy access from anywhere.
- ✓ Faster Approvals & Notifications Quick request approvals for a smoother workflow.



Our Features



- **I** Employee Management Add, update, and organize employee details, roles, and departments.
- Attendance & Leave Track attendance, approve leave requests, and configure policies.
- 3 Payroll Processing Automate salary calculations, tax deductions, and payslip generation.
- 4 Shift Scheduling Manage employee work shifts and automate scheduling.
- 5 Performance Tracking Monitor employee performance, set goals, and provide feedback.
- 6 Compliance & Security Ensure labor law compliance and secure role-based access.
- Self-Service Portal Employees can access payslips, leave balances, and HR requests.
- Reports & Analytics Generate HR insights, payroll reports, and workforce analytics.



- ✓ For Businesses: Saves time and cost, ensures compliance, and optimizes HR management.
- √ For HR Teams & Managers: Reduces paperwork, automates approvals, and provides detailed analytics for better decision-making.
- ✓ For Employees: Offers self-service access to attendance, payroll, leave, and work schedules, improving transparency and work-life balance.



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