



## AUTOMATE TIME-CONSUMING HR TASKS WITH A SINGLE, INTEGRATED SYSTEM

The HR Integration is a web based integration that makes it easier to streamline human resources tasks such as benefits administration, incident performance management, training tracking, and more while it creates a positive working environment for your employees and improves employee engagement.

<b>FEATURES</b>				
<b>RECRUITMENT</b>	Applicant Tracking	Candidate Self-Service	Interview Tracking	Applicant Self-Service
<b>ON-BOARDING</b>	New Hire Checklist	Custom Forms		
<b>ASSET MANAGEMENT</b>	Company Property Management	Vehicle Management		
<b>TRAINING &amp; CERTIFICATION MANAGEMENT</b>	Skills Tracking	Course Management	Certificate Tracking	
<b>HR RESOURCES</b>	Document Storage	Wiki Self-Generated content	Organizational Chart	Company Events & News
<b>INCIDENT/DISCIPLINE TRACKING</b>	Case Tracking & Reporting	Incident-Based Email Notifications		
<b>POSITION MANAGEMENT</b>	Job Requisitions			
<b>PERFORMANCE MANAGEMENT</b>	Performance Appraisal Definitions	Competencies, Goals, Core Values	ESS Employee Self- Assessment	MSS Multiple Manager Assessment
<b>ADDITIONAL FEATURES</b>	User-Created Fields/ User-Created Screens	Configurable Workflow	Easy-to-use Report Writer	Export to Excel, PDF, & More
<b>OFF-BOARDING</b>	Termination Details/history/ Checklist	Exit Interview		