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**TECH HRM
(HUMAN RESOURCE MANAGEMENT)
SYSTEM**



TECH HRM System

TECH HRM Features

- ✓ Employee Self Service System
- ✓ Personal Information Management
- ✓ Leave Management Module
- ✓ Employee Time-in/Time-out Punching
- ✓ Time & Attendance Management
- ✓ Project Timesheets
- ✓ Benefit Management
- ✓ Recruitment Management
- ✓ Integration to Payroll & Overtime Management
- ✓ Integration to News Broadcast
- ✓ Powerful HR Administration
- ✓ Reporting Module

TECH HRM is a leader of all the software's available for management of Human Resource functions. TECH HRM is a comprehensive and leading HRM (Human Resource Management) System based on open source platform and developed using PHP/MySQL technology thus offering an easy to use, scalable, flexible and cost-effective solution.

TECH HRM enables to manage a vast range of HR activities such as Company information & organizational structure, Employee Information Management, Leave Management, Recruitment Management, Timesheet and Attendance Management, Project Management, Benefits Management and of course management of the most crucial asset in an organization i.e. employee. The combination of these functions into one application assures the perfect platform for re-engineering and aligning your HR processes along with the organizational goals.

Array of powerful capabilities include:

- Manage all aspects of Human Resource management
- Easily define job categories, skills and requirements
- Define and set pay categories and scales
- Organize and keep track of employee personal information
- Allow employees to update and view their own personal information
- Define & manage employee Leave (leave entitlement, balance & history)
- Manage job advertisements, jobs applicants and recruitment process
- Manage your employee benefits
- Create and distribute reports

Why TechHRM System is more popular then other HRM Systems?

	TECH HRM System	Other HRM Systems
Ownership Model	Pay a small fraction of money and buy the application along with source code (approx. US \$ 1,500)	Buy minimum 5 user licenses to start with and buy more license as users increase (min. US\$ 2,500 for 5 users)
Customization & Implementation Cost	Yes, but competitive	Yes, very high
Number of Users	Unlimited	Limited, based on the number of user license bought
Source Code Available	Yes	No
Vendor Dependence	No	Yes
Operating System Independent	Yes	No
Can be hosted locally as well as internet	Yes	Maybe
Add-ons available	Yes	Maybe

Advantages of TECH HRM

TECH HRM Major Advantages

- TECH HRM can help your business streamline Human Resource process like Personal Information, Recruitment, Leave Management, Project Time Management, Benefits Management and much more
- Publish company news which can be viewed by entire organization, an employee or a group
- Increase transparency in each and every process of Human Resource
- Get full picture, improve performance and streamline output of your employees through project timesheet management tool
- Analytical tools and reports to provide your employees and management with representation on the status of each stage in the Human Resource process
- Every user can define, create and save personalized reports as per their requirements. Moreover reports can be generated in various forms like CSV, PDF etc.

Technology Advantage

- TECH HRM uses PHP/MySQL platform which is one of the most popular and widely used open source programming language across the globe
- TECH HRM can be hosted both on internet as well as local intranet as per the clients need
- TECH HRM is platform independent and can be hosted either on Windows or Linux platforms.
- Easy to use, web-based platform and is compatible and accessed by all leading web browsers such as IE, Mozilla Firefox, Opera etc.

Flexibility, Extensibility and Scalability

- TECH HRM can be customized to suit your business process and precisely meet your requirement.
- New functionalities can be custom developed and integrated easily with TECH HRM Solution.

Security

- SSL secured web access as well as Access Control for information restriction
- User based unique, secure login
- Access hierarchy and data sharing control role specific permissions
- User, Field, Role, Profile based visibility & access rights
- If hosted on local intranet then data stored locally and more securely

Ownership Model

- TECH HRM is available along with source code for a very low price compared to other HRMs which requires paying minimum 10 times more.
- TECH HRM ownership comes with unlimited number of user licenses and complete source code
- There are no additional charges for software or high user licensing cost involved with TECH HRM as it is based on open source platform.
- There is no need of any additional hardware or software requirements thus reducing the cost of same.
- By hosting on Linux Server, high recurring Microsoft licensing cost can be reduced to minimal
- This reduces up front expenditures by more than 60% and recurring expenditure by 80%.

User License Model

- We at Techjet Solutions understand the budget constraints faced by companies and thus offer SAAS (Software as a Service) Model by which you can buy TECH HRM licenses as per your need
- TECH HRM is also available on "pay per license per year" providing you to reap benefits of TECH HRM at an incredible and astonishing low cost.

Other Advantages

- Suitable for business of all size
- Short implementation times and quick ROI (Return On Investment)

Personal Information Management

- Employee related information (DOB, Gender etc.)
- Employee reporting structure (Assign Supervisor)
- Personal and Emergency Contact Details
- Color Picture
- Dependents Information
- Immigration Details
- Job Description (Designation, Responsibilities etc.)
- Payment Details (Pay Grade & Salary)
- Work Experience & Education details
- Skills, Languages, Licenses, Memberships etc.
- Attach documents (Certificate, Experience Letters)
- Employee History Management

Employee Self Services (ESS)

- Employee login and password management
- Employee can view all relevant information
- Update relevant personal information
- View/Apply for leaves
- Punch Time-in/Time-out
- Punch Project Timesheets
- Supervisors/Admin can view/ approve subordinate information

Leave Management

- Define Days-off (weekends and public holidays)
- Define Leave Types (CL, PL, SL etc)
- Assign Leaves to Employees/Groups
- Apply for leave online
- Leave approval by administrator and/or supervisor
- Assign leaves to an employee
- View leave summary of all employees on one screen
- Email notification for applications and approval

Employee Time-in/Time-out Management

- Define shift timings
- Punch Time-in/Time-out
- Integration with Attendance Card System
- Automated Monthly Attendance Management

Project Timesheet Management

- Define Organization Customers
- Create Project for Customers
- Define Activities related to Project
- Assign project supervisor and employees to a project
- Define Project Timesheets
- Punch Project time invested
- Approve Project/Employee Timesheets

Benefit Management

- Manage Medical/Insurance/Other employee benefits
- Define benefit types and providers
- Assign benefits to employees
- Manage all the benefits assigned to an employee
- Employee can view all the benefits

Recruitment Management

- Enter job vacancies
- Assign recruitment manager for each vacancy
- Display vacancies in careers section of your website
- Applicants can apply for particular vacancy
- Recruitment Manager can view & schedule interviews
- Interviewer takes and provides feedback
- Shortlisting and job offer process
- Custom email notifications for every stage

News Forecaster

- News section on home page after employee login
- Administrator can add/edit news items such as information, achievements, meeting minutes etc.
- Auto-Display next public holiday
- Display who is going on leave
- Display best employee of the month
- Display information to be viewed only by particular employee / group of employees

Reports

- Define/Produce Customized Reports as needed
- Save report definitions once produced

Import/Export Module

- Define custom fields for exports/imports
- Export/Import data from excel/csv

Administration

- Define Company Info (General Information, Company Structure, Locations)
- Define Job information (Job titles, Pay Grades, Employment Statuses, EEO Job Categories)
- Define Qualification Information (Education, Licenses)
- Define Skills (Skills, Languages)
- Define Memberships and Membership types
- Define Nationalities Races
- Define ESS Users & Groups
- Configure and subscribe for E-mail Notifications

Integrate to 'Smooth-Pay' Payroll Software

- Attendance input from excel file
- Define salary components, Allowance Mater and Deduction Master
- Define Slabs for PT, Income Tax, LWF, PF, ESIC etc.
- Leave, Loan and Advance Accounting
- Bonus & Overtime Calculation
- Monthly & yearly alary statements
- Full and final settlement management
- Payment through bank transfers with Bank transfer text file for any bank
- Email monthly pay slip to the employees
- E-Tds returns & I. Tax Form 16 Generation