# Maxmite Global Pvt. Ltd

Presents

# HR Automation

# About our Product

There is no denying that every firm must have effective methods for managing its people resources. HR is in charge of hiring, onboarding, and off boarding workers, as well as training and development, payroll and timekeeping, keeping track of vacation and sick days, and ensuring the general wellbeing of employees inside the company. No organization could run efficiently without HR.

However, a lot of HR departments these days are overwhelmed by the amount of paperwork and administrative procedures needed to do these jobs manually.

**SO,WHY SHOULD YOU INVEST IN AN HR AUTOMATION, TO ANSWER THIS QUESTION LET'S HAVE A GLIMPSE ON FURTHER.**

## 01 Automated Hiring

These technologies aggregate and analyze data about candidates' skills and experience.

## 02 Performance Evaluation

Technologies in this space administer coding tests, helping companies to identify top employees.

## 03 Analytics & Tracking

Set-up talent workflows that include online and mobile evaluations to reduce the amount of time.

## 04 **Payroll**

HR payroll software provides various benefits such as calculating employee pay and benefits.

## 05 **Automated Notification**

Set up automated alerts to keep personnel on track and assignments completed on time.

## 06 **Accounting**

Tax forms, Facilitate the distribution of W2s and other tax documents with employee email reminders.

# Benefits of HR Automation

## 01

### Increased Effectiveness

HR processes that are document-driven are crucial. This can be very tedious, repetitious, and ineffective to accomplish manually. All of the aforementioned processes are digitized by HR automation.

## 02

### Relevant Insights

You can track, gather, and analyze various types of data with the aid of HR automation. This enables you to identify patterns and produce reports based on your discoveries.

## 03

### Improved Dialogue

A thorough overview of all procedures and phases is provided by HR automation. This facilitates clearer communication and enhanced teamwork.

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## Lower Expenses

Printing documents and then filing and maintaining them as records are required for paper-based processes. The expenditures related to this are decreased by HR automation.

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## Shorten Hiring Times

You may uncover more suitable candidates faster and spend more time recruiting them if you streamline the employee referral process, in addition to other recruitment operations like resume screening.

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## Lesser Security Concerns

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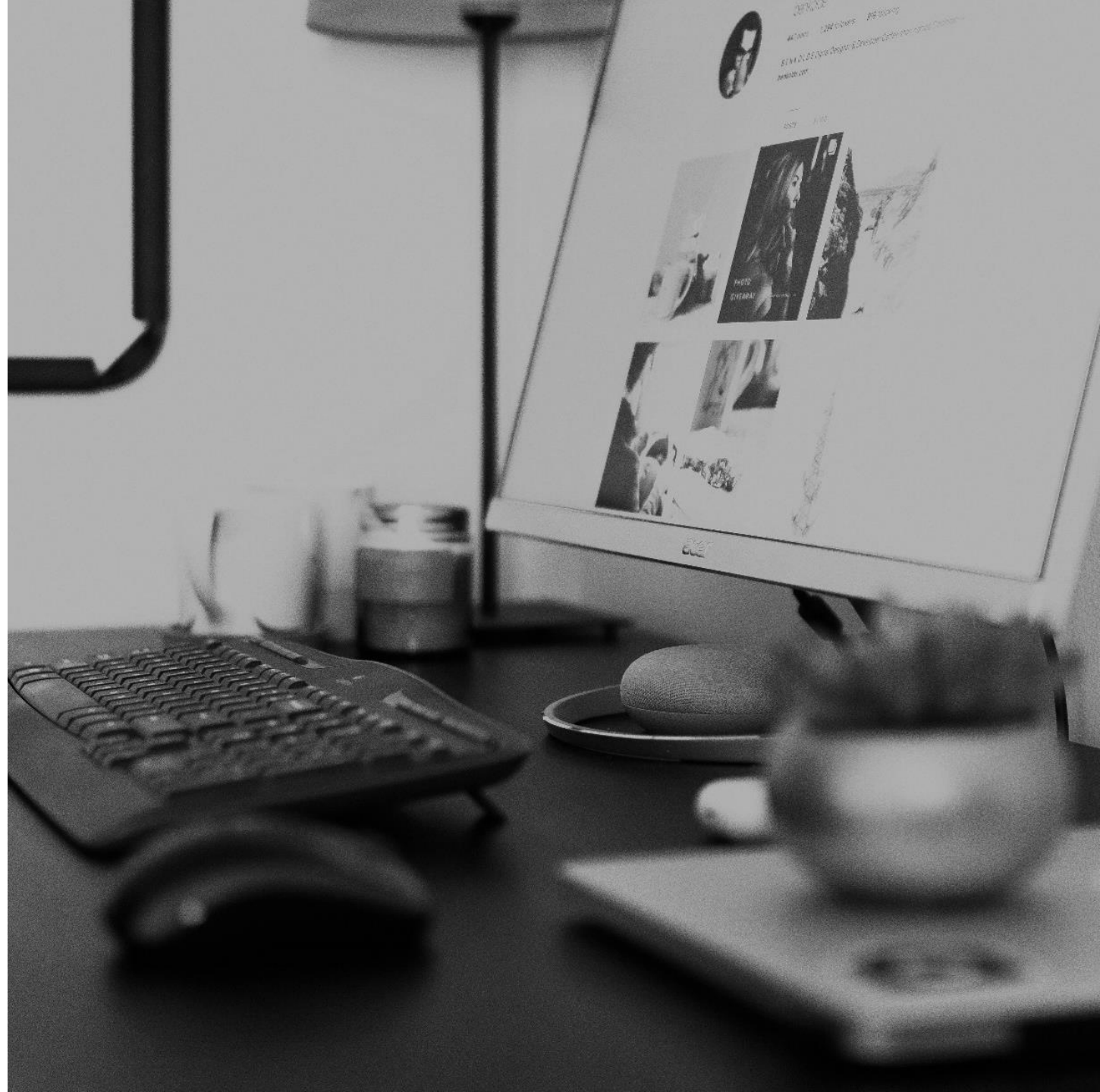
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# Business Applications

## 1. Onboarding

Employee onboarding entails gathering paperwork, mailing forms for signature, providing new staff access, requesting IT hardware and software, and so forth..

## 2. Employee Benefit

Keeping track of an employee's healthcare plan, retirement plan, sick leave, parental leave, workers' compensation, and so on.

## 3. Recruitment

Posting job adverts, scanning resumes and CVs, conducting pre-interview evaluations, finding prospective prospects, sending automated emails, and so on are all part of recruitment.

## 4. Holiday Request

Automatically accepting or denying an employee's vacation request based on the number of available vacation days, the availability of other employees, and so on.

## 5. Time & Attendance

Tracking employees' time and hours worked depending on when they enter and exit the building, log on to personal devices, and so on.

## 6. Payroll

The process of tracking and calculating employees' salaries and compensation based on the number of days and hours worked.

**Do you want to learn more about HR automation?**

**MAXMITES can help.** We Offer the knowledge and skills you require to successfully implement your intelligent automation initiatives, including HR automation.

For additional information, schedule a call with our AI experts now to discuss your company's objectives and goals.

+91 9870365338

info@maxmites.com

Thank you for your time.