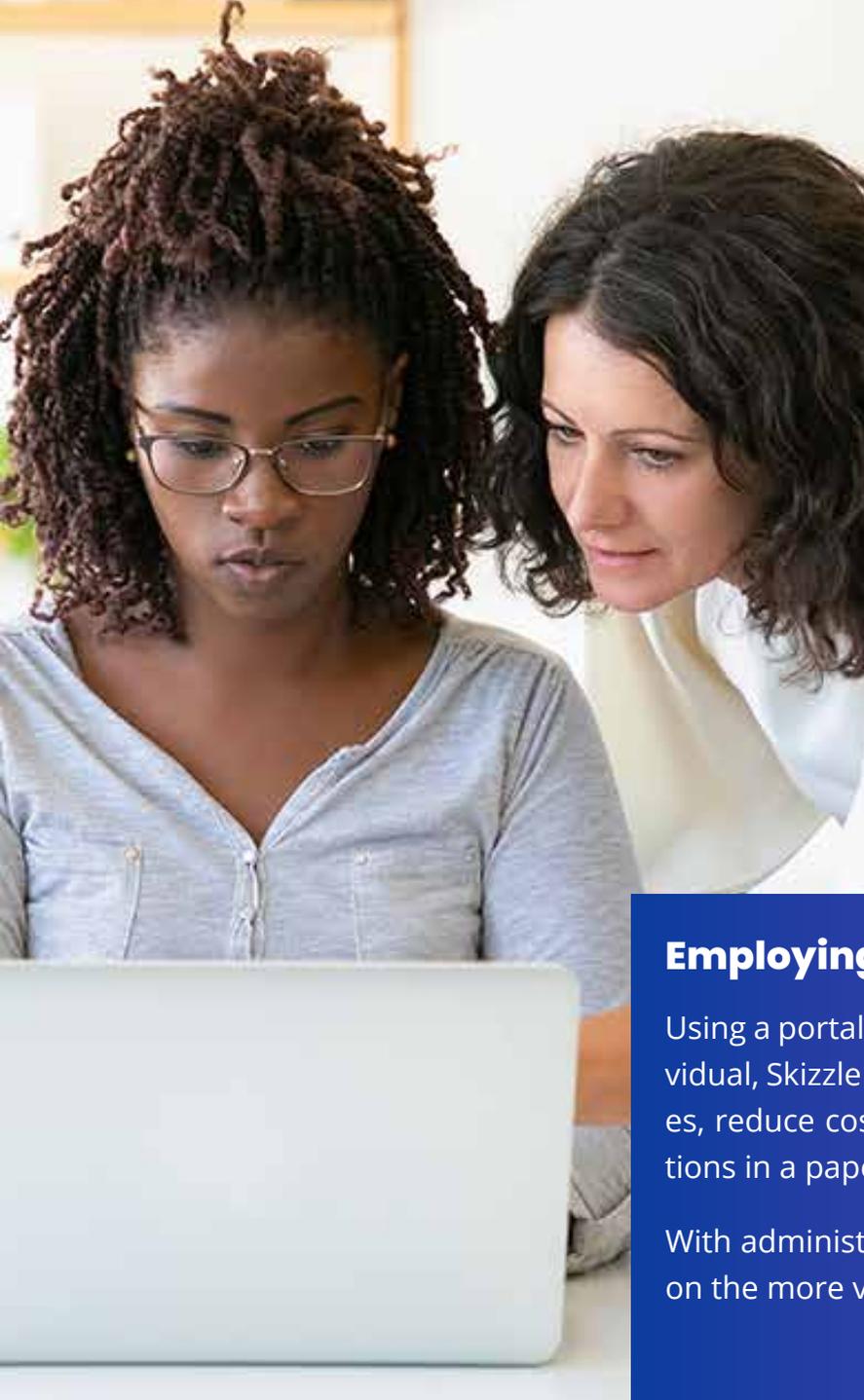




*SIMPLIFY,
STREAMLINE &
STRENGTHEN*
YOUR HR PROCESSES





The most efficient way to manage your most valuable assets

People are your company's greatest assets and you spend considerable time and effort every year managing your personnel. From hiring and talent acquisition to talent retention and development, you invest energy to plan and implement various initiatives carefully thereby creating an efficient workforce. To make these human resources (HR) simpler and more automated we are bringing SkizzleHR - The most efficient way to manage your most valuable assets.

Make the HR processes easier with SkizzleHR

Spanning the entire employee-lifecycle, SkizzleHR follows a modular approach that allows your HR/Administrator team to effortlessly manage Attendance, Leave, Onboarding, Confirmation, Appraisal, Separation, Report Generation, and much more! It is a comprehensive Human Resource Management tool that helps you build a strong Employer Brand capable of taking affirmative actions to drive business growth.

Employing strategy for empowering individuals

Using a portal view that is customized to the role, experience, work content, language, and information needs of an individual, SkizzleHR lets your workforce update and use worker-specific information. You can streamline business processes, reduce costs and improve service by allowing managers and staff to access and manage information and transactions in a paperless environment.

With administrators and staff empowered to update and manage their own records, HR professionals can concentrate on the more value-added components of your HCM strategy.



Switch confusion to **accountability – Comprehensive Capabilities**

SkizzleHR connects you to all information about your employees in ways no other solution can. Using SkizzleHR, you can:

- ✓ Manage all your employee-related information and processes in a single solution.
- ✓ Make stronger decisions faster with improved access to workforce analytics.
- ✓ Closely monitor employee records and personnel actions, HR compliance, benefits administration, absence management, reporting (standard and custom), and data import/export actions.

Hire and onboard with ease



Hiring and onboarding is a tedious task. Our software will streamline your recruitment process. Once hired, give your new employees an engaging, digital onboarding experience that gets them up to speed in no time.

Time Management



For any specific department or for an entire company, define time management options. Allows to create and assign a time-off calendar for holiday groups. A centralized summary empowers the privileged users to view available time-off and vacation dates for each employees.

Employee performance reviews made simple



Allows managers to assess employees' performance over a specific period of time. Enables employees' self-appraisal rating/comments as well as managers' suggestions/feedback. Assign training/goals and bridge the gap between where employees are and where they need to be.

Interview Schedule



Depending on the interviewer's availability you can schedule interviews. On the custom dashboard, receive interview schedule alerts and allows to arrange next level interviews for selected candidates.

Human Resource



Maintain roles and privileges within the company for different employee groups. Each employee's available time-off and vacation dates are tracked. Moreover, can define the prerequisites for adding an employee.

Comprehensive analytics with a wide range of features



User activity, attrition rates, employees by department, and other essential reports are included with the system.

Asset management made easy



Easily track and assign assets to employees. Store and retrieve comprehensive asset information. Employees have the facility to apply for the replacement or repair of assets that stop working.

Manage employee expenses efficiently



Get more visibility and manage employee expenses efficiently. Easy to create and submit expenses for approval. Managers can get the overview of entire Trip expenses of employees all at once.

Role-based access



The Managers, HR personnel, Admin team, and Employees in your organization can be given different access rights limited as per their role requirements. New roles can also be created as per the requirement.

Streamline your disciplinary incident management process



It's quite easy with SkizzleHR to monitor and track employees' disciplinary incidents. HR personnel/management can record disciplinary incidents, actions taken, and employee statements.

Leave Management



For any particular department or for an entire company, define leave management options. Decide the leave calendar for holiday groups and separately link them with employees. A centralized leaves summary empowers you to view their leave information.

Organization set up



Have business units and subsidiary companies spread across the globe? This option lets you add those details, create and view the organizational structure of your company.

Customizable dashboard



The dashboard allows you to view all the important data at a glance with easy navigation of the menu and thus saves your precious time. You'll never miss any announcement or birthday in your organization.

Feed Forward



Feed Forward allows to evaluate Managers' performance and optimize productivity. In this module, employees are allowed to appraise their managers' overall performance. In addition, Management can view Managers feed forward details, filtered by question or by employee.

Smooth & hassle-free employee Exit process



Raise and manage employee Exit requests easily. Configure Exit type/questions/settings and enable questions for an Exit interview.

Employee Self Service

Allows employees to access and manage information related to them thus organizations can focus on what really matters than on administrative tasks. Accurately track time-off details of employees, schedule meetings, and events based on the availability of teammates. Managers can view or modify team member details and can generate customizable reports if needed.

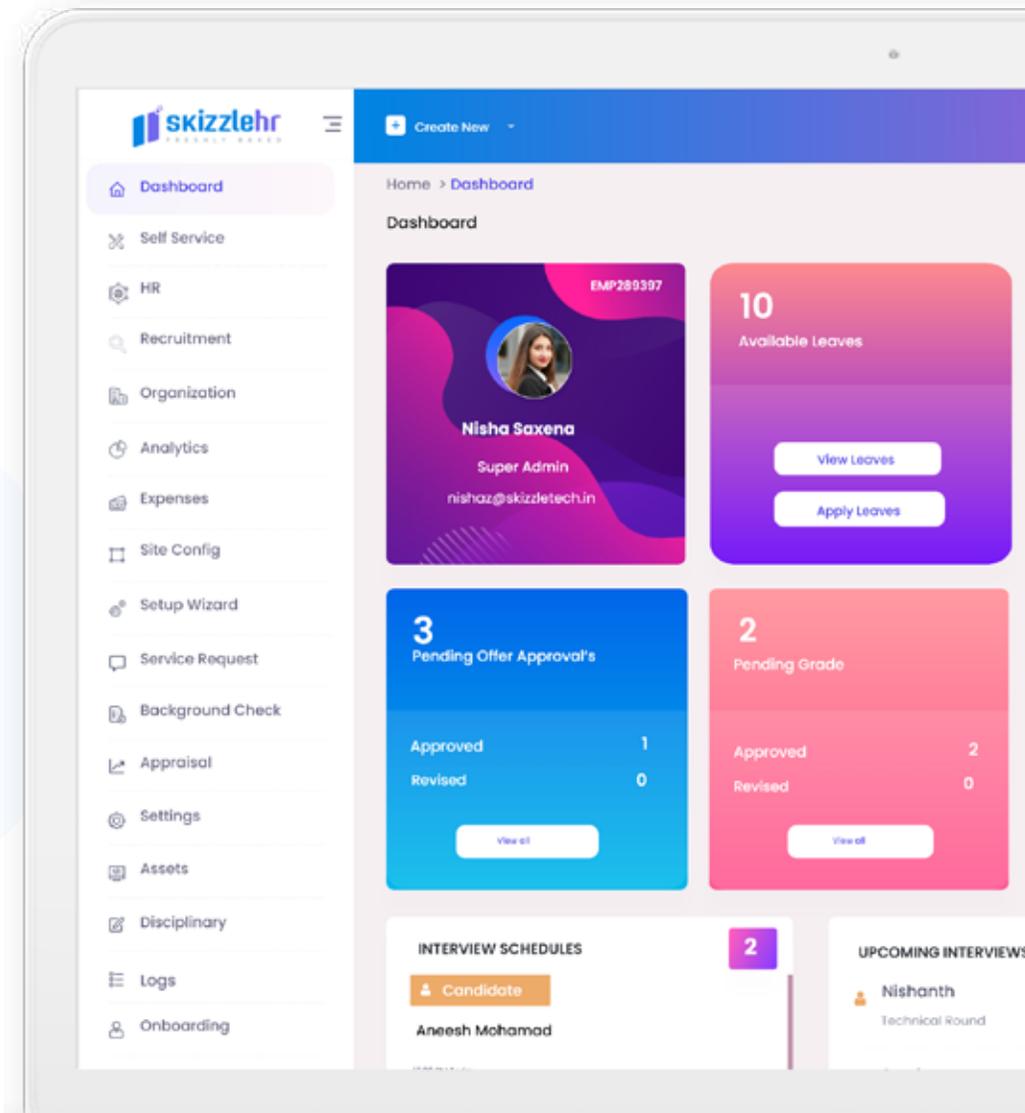
Designed for choice

Choose a SaaS cloud-based model designed to take care of your HR IT resources and provide you with the full capabilities of SkizzleHR web systems without having to manage upgrades, firewalls or anti-virus on your own.

Taking HR into the Future

The ultimate objective of human resources is to enhance the workforce's efficiency, effectiveness, and productivity. However, without significant repercussions, none of the basic administrative tasks can be ignored. Organizations need to shift the focus of HR from administrative tasks to strategic program delivery to achieve and improve workforce excellence. To build a robust HCM plan, HR leaders must consult with senior management and then carry out new processes assisted by leading technologies. They will then obtain support for more HCM strategy projects with the successful implementation of the HCM strategy.

SkizzleHR offers the functionality, procedures, and data that allow you to add value to your organization, no matter where your organization is currently in the process of implementing HCM strategies. Flawless compliance, automated processes, sophisticated measurement, and increased alignment—Achieve workforce excellence with SkizzleHR.



DO A LOT MORE WITH SKIZZLEHR



Service Request

- Raise tickets for all queries
- Manage ticket escalation
- Monitor ticket status



Time

Managers can

- Configure project details
- Add Employees to projects
- View timesheets of the Employees

Employees can

- Enter the hours spent on an assigned project



Background Check

- Screening Type
- Adding Agency
- Selecting an employee/candidate for Screening
- Background check process



Analytics

- BU and Department
- Policy document read
- Employees role groups
- Employees by BU/Department
- Recruitment status
- Interview status
- Employee leave
- Holiday groups
- Background check-Employee/candidate screening
- Time management
- Service reuest
- User and Activity log



Performance Appraisal

- Adding questions/skills/parameters
- Configure line managers
- Configure appraisals



Talent Acquisition

- Create Requisition
- Assign for Approval
- Adding candidate to requisition
- Adding profiles
- Recruitment
- Interview scheduling
- Short listing



Onboarding

- Grading
- Budget/non budget headcount configuration
- Configuring Offer letter
- View onboard status monitoring
- Onboarding service request
- Adding agenda/induction



Join the Beta

#BeSkizzleHR

Contact



info@skizzlehr.tech



+91 8848 358 534



www.skizzlehr.tech



Skizzle Technolabs India private limited
Y Tower, 12-971/B, Floor-3, Civil Lane,
Kochiroad, Vazhakkala, Ernakulam, Kerala,
India - 682021