Managing your best assets brilliantly

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Our products

**Time & Attendance**
Manage the people in your business to be where they need to be to make your business Work Better.

When you know who needs to be where and when you can make it happen easily.

The results from monitoring time and attendance are an important management responsibility.

Make it easy to make sure everyone is qualified, security checked and on a roster so you always have people in the right place, doing the right job, at the right time.

For your business to Work Better you know you need rules and regulations in place to protect your business and workforce – so set them up on your system.

**Rostering & Scheduling**
Easy to use, clear and clean layout for easily managing your rosters and rotas.

Integrate your Roster system with qualifications, leave planning and award interpretation – so you have all the information you need to create a roster that puts the right staff on shift every time.

Master templates and repeating rosters that highlight any exceptions save lots of admin time for managers.

Leave and availability becomes a collaborative process, and it’s very easy for your people to plan their time off with clear visibility of what’s possible.

KPIs and budgets are also displayed with rosters so your managers know they are hitting targets too.

**Absence Management**
Because replacing staff can be very time consuming we include a proven workflow processes to allow you to manage any planned and unplanned absences.

Unexpected sick leave or other absence replacement shifts can be handled immediately and replaced from a shortlist of available and qualified staff via email or SMS right away.

We can take the admin of absence away – dealing with how that absence is managed immediately for both the employee AND their replacement.

You can even automate broadcasts for any leave cover automatically so you’re never unsure how to fill shifts.

**Employee Availability**
Bring staff, management and business needs together.

Employees can always see their leave balances or allowances without the need to ask management. Employees can also scroll forward in their own calendars to see what leave will accrue for any future holidays they want to take.

Employees see what shifts are available and with shift bidding can request and share their preferences for when they want to work. This makes shift filling very straightforward.
**Payroll Data**

Automated awards, means your payroll data is always accurate (no more manual errors) so when you link directly to your Payroll system not only is no data entry needed but there are no mistakes.

Simple and accurate export 1 click export for payroll data – it’s not complicated just complete.

And using the employment rules engine you’ll know what benefits, allowances, rates and pay rules to apply to each employee automatically.

No managers waste time checking, looking up or confirming the information you need to run entirely accurate Payroll.

Your Payroll data can also be made country specific - so if your business is international managing different teams in different places with different set ups is simple (and you don’t need a different system in each location).

**Key Performance Indicators**

Get the best information you can for your business to Work Better.

Industry specific KPIs can be set up to work dynamically from your Roster information – which makes measuring any employee related data quick, simple and accurate.

Add other data from your business into the KPI module to calculate all people related measurements.

For example if you’re a hospitality people led business we are sure you’ll want to measure average spend per wage hour, or if you’re a retail business the number of sales transactions per labour hour, or if you’re an aged care provider centre you’ll want to measure care hours per resident ratio. We have KPIs we know will help you Work Better across all the industries (LINK) we work in, and we’ll show you how to set those up.

**Biometrics**

Portable, smart, and totally accurate clocking with biometrics.

Our preferred biometric clocking system is the hitachi vein scanner because it can be run from any Windows browser making it totally portable. Because it’s extremely portable the vein scanner can be easily used in different locations across your business (or wherever your business goes). Vein scanning gives incredible accuracy and reliability as the scanner reads the vein pattern under the skin and so is not impacted by cuts or water damage.

We also supply fingerprint devices, smart cards, RFID, barcode, PIN numbers and mobile GPS clocking for time attendance and will recommend these if they will Work Better.

**HRIS**

Online administration for HR activities means easy, anytime access from anywhere.

Your managers in the field can load HR documents so they are easy to find and file - including on boarding, disciplinary actions, incident reports, and any other employee training notes. Access is set and controlled by you, so everything is in one place for management and filing. The alerts then automatically manage tasks via email and SMS to ensure HR is always be up to date minimising compliance risk.
About Humanforce

Our workforce management tools will typically cut 1%-5% from your wage bill quickly. And we’ll help transform your rostering, productivity, Payroll Data, communications and reporting too.

Who we help

- 820+ Businesses
- 13-13,000 Employees (creating 1.2m timesheets every week)
- 6,500 Locations worldwide

Who we are

Since 2002, we’ve developed our software to help businesses like yours manage people better. We’ve done it so well that we’re in the Deloitte Fast 50 and 500. You’ll find our offices in Australia, New Zealand, Singapore, USA and UK and our reach is global. We’re privately owned, and a proud part of the Microsoft Partner Network. We’re also committed to making a difference in more than business, with support for relief projects and voluntary causes worldwide.

Here’s how we make a business Work Better

- **Your People** know exactly where they’re supposed to be and when; while you can manage them to be where they need to be when they need to be there really simply.
- **Your Reporting** is in real time, 24/7, and all your data in one place meaning it’s easy to find. You then get reports that drive improvements with reduced costs and risk.
- **Your Delivery** is optimised – so you do more with the resources you have, and do it better.
- **Your Leaders** can manage by exception, so you spend less time doing and more time planning what’s next (and improving it).
- **Your Market** enjoys better service because you’re able to respond to demand faster.

Read more about our Philosophy at: www.humanforce.com

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