eXelsys Human Capital Management

Employee Data
Recruitment
Absence Management
Appraisals Management
Training
Positions and Career Management
Business Intelligence
Self-Service

Technology at work for you

CONNECTING YOUR EMPLOYEES AND STREAMLINING EMPLOYEE PROCESSES

Exelsys Human Capital Management automates and centralizes employee management and self-service while optimizing a company's investment in its employees. It enables collaboration and reduces administrative overhead in the company, allowing improved productivity and reduced costs.

- Single web-based system that helps you improve productivity and empower employees
- Advanced, reliable, secure environment
- N- tier architecture built on the MS .net framework and SQL Server
- Configurable and Customizable to your business needs
- Allows you to build personalized role based interfaces

TRACK AND ANALYSE EMPLOYEE INFORMATION

Exelsys HCM understands that the people associated with your enterprise are your most important asset. Using Exelsys HCM you can hold, inquire on and track a wide range of personal information.

This can include medical details, benefits, past experience, confidential information, items assigned to the employee, preferred language for correspondence and personal contacts, as well as the basic details such as date of birth, employee number and addresses.

You also need to record information about what the people in your enterprise are employed to do. You can enter, maintain, report and inquire about all aspects of employment information.

Exelsys HCM enables you to enter and track people from the day they apply for a job to the day they leave your enterprise.

KEY BENEFITS

- Software delivered as a service over the internet frees you to focus on your business
- Helps you to streamline administrative tasks and enables you to focus on strategic business initiatives
- Integrates all areas of human resource management
- Enterprise-wide database centralises employee information
- Integrated document management system allows you to associate any number of documents with an employee
- Quickly identify Employees or applicants who match certain qualifications
- Easily manage and track employee appraisals
- Analyse employee data with the integrated Business Intelligence module
- Built with advanced technologies—integrated, workflow, and online analytical processing it helps to relieve your staff's administrative burden
- Multi-lingual capabilities allow your employees to communicate with the system in their own language
- Role based dashboards provide critical information to help each employee better carry out their functional duties

Simplifying Human Capital Management

CLOUD COMPUTING – Helps you focus on your business and reduce costs

You no longer have to maintain software and hardware server infrastructure. Neither do you need to worry about taking backups and securing your data. The application is delivered over the internet. Exelsys HCM runs in the cloud and you just log in, customize it, and start using it. That's the power of cloud computing.

ROLE BASED INTERFACE

In the real world each person working in an organisation performs tasks and handles information in accordance with his role and level of responsibility. Respecting this model, Exelsys users interact with the system in a way that supports working in a role-oriented, task-focused manner. They are presented with information that is relevant to them and they are allowed to perform tasks and workflows appropriate to their position and role.

INTEGRATED ANALYTICS

Exelsys Analytics gives you a comprehensive, real-time view of your business. It allows you to slice and dice the information and have a multi-dimensional view of data. Information presented can then be easily exported to Word, Excel or PDF at the touch of a button.

EFFECTIVE ABSENCE MANAGEMENT

Absence requests are entered on-line by each user and follow the approval workflow that you can define in the approval rules engine. Email notifications are sent to the appropriate people within the approval cycle. A complete absence history is maintained for each employee and you can use the Analytics functionality to analyse and monitor absences, summarized by any criteria, such as job, department or grade.

RECRUITMENT AND VACANCY MANAGEMENT

Whether you are recruiting internally or externally, finding the right candidates for an open position is extremely important. It can also be one of the most time consuming tasks a human resource department has.

You can specify vacancies for any position in your organization and then link job applications to these vacancies. Sophisticated inquiry facilities allow you to assess the recruitment status for any vacancy or group of vacancies at a glance and take the appropriate action, such as scheduling interviews, closing a vacancy or extending a campaign. Applicant specific information relating to an open vacancy can be accessed through the applicant card or the Vacancy card. This includes items such as expected salary, willingness to relocate, and availability.

APPRAISALS MANAGEMENT

Automate the appraisal and employee evaluation processes. Exelsys HCM allows you to define different appraisal templates for each group of employees and allows the implementation of self-appraisals. You use a simple interface to define the layout of your appraisal, the competencies to be included, the marking scheme and the text of any questions that you wish to ask.

Managers perform the appraisal of their staff on-line and have the capability to agree and set targets for the new period as well as to evaluate the targets set in previous periods.

Simplifying Human Capital Management

Cloud based flexible solutions for your business needs

TECHNOLOGY THAT IS EASY TO USE AND IMPLEMENT

- Just connect to the internet and use it; no need to worry about hardware and software infrustructure
- Uses familiar MS Outlook Style Interface
- Simple and advanced filtering capabilities to allow you to easily find information
- Speaks your language – true multilingual according to the user's profile
- Each user can customise parts of the user interface according to their preference
- Active Directory integration allows single sign on
- Rich Interoperability Functionality (integrates with Excel, Word, PDF)

Simplifying Human Capital Management

Head Office:
7th Floor Megaron Lavinia
12 Mikinon Street, CY-1065 Nicosia
PO Box 25732, CY-1311 Nicosia
Tel: +357 22375034 Fax; +357 22768621
Cyprus

Registered Office:
21 Aylmer Parade
Aylmer Road
London, N2 0AT
United Kingdom

Contact: info@exelsys.co.uk
Website: www.exelsys.co.uk