



Rental Management Solutions



نظام الموارد البشرية وكشوف المرتبات  
Human Resource and Payroll Module

M07



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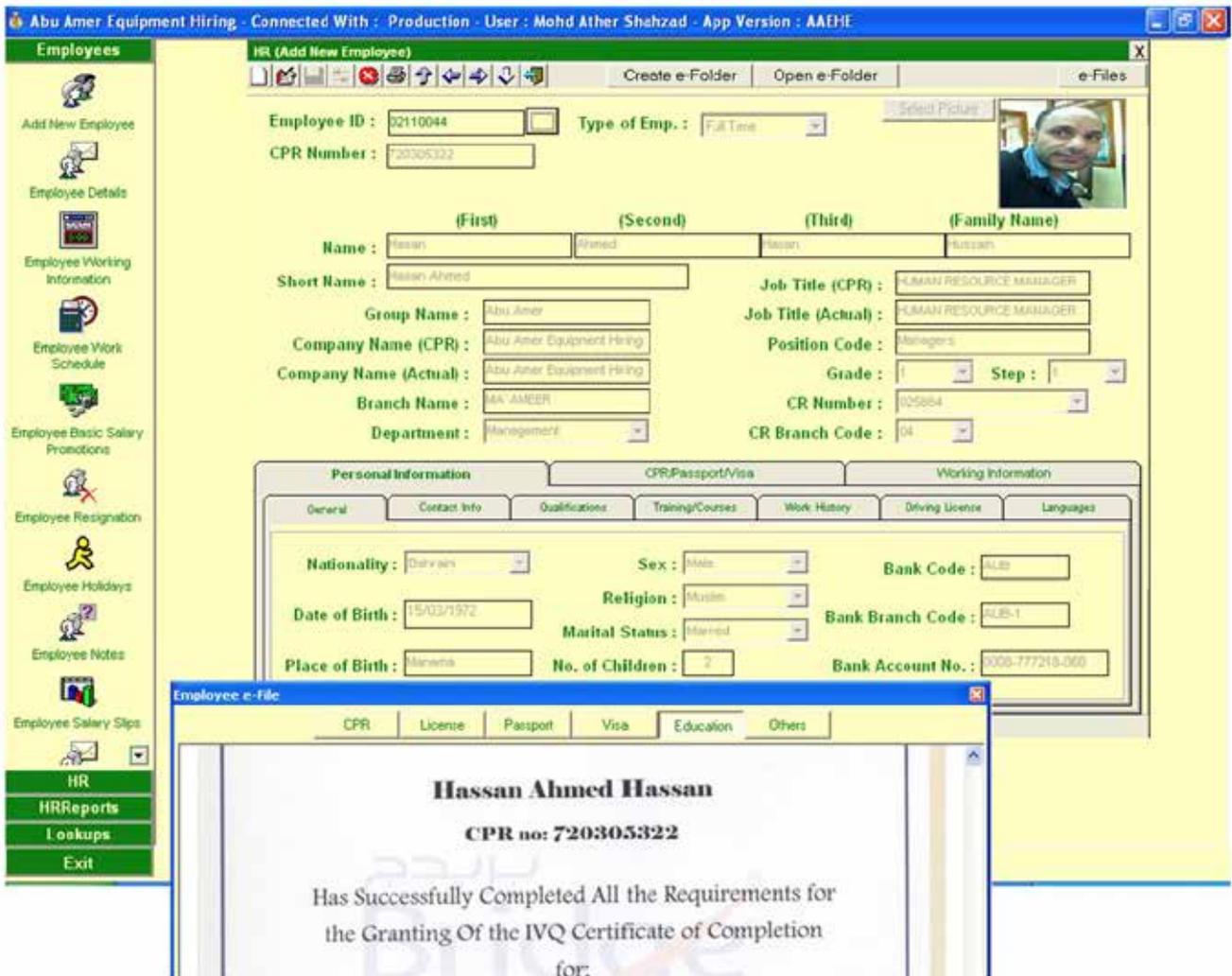
# نظام الموارد البشرية وكشوف المرتبات

## Human Resource and Payroll Module

This system is a comprehensive Human Resource and Payroll solution. It provides organizations with a complete solution from the management of employees' profiles, monthly payroll preparations, leave salary, indemnity (gratuity) calculation to sending an electronic file to the agreed bank to automatically transfer all employees' salaries directly into their bank accounts.

### Main features

- a) Management of an Employees' profile.
- b) Ability to define an employee company, department, designation.
- c) Allows managers to set basic salary, allowances, bonuses, and monthly deductions for each employee.
- d) Ability to set work schedules, holidays, off days, annual leaves, sick leaves, and unpaid leaves for employees.
- e) The system provides documents expiry reports and reminds by pop-up for the renewal of employee passports, identity cards, visas, driving licenses, etc.
- f) Ability to register scanned documents for licenses, identity cards, and educational certificates for employees.
- g) Fully integrated with Time and Attendance Module. It collects the employee attendance data and processes it to calculate the employees' salaries.
- h) The system provides an easy to review salary appraisal sheet.
- i) Print pay slips for all employees, department-wise, or nationality-wise in a single click or Send employee salary slip by email in a single click.
- j) System automatically calculates leave salaries.
- k) System calculates indemnity for employees as per country government laws.
- k) The system enables making an electronic file with supporting documents which can be sent to the agreed bank to automatically transfer all employees' salaries directly into their bank accounts.



## Applicable businesses

This module is suitable for any Business Organization of any size. It is extremely useful for any business with more than 10 staff.

It can be used by companies having branches in multiple Cities, and Countries.