

BENEFITS

Improve the productivity and strategic focus of your HR department

OuiPay Select HR allows your team to free up resources in order to focus on strategic issues by centralizing all employee records and actions and automating routine processes.

Build the best teams

With OuiPay HR, quickly identify employees who match the criteria established for available positions or work teams.

Manage employees more effectively

OuiPay's HR puts interactive tools and a wide range of employee information into the hands of managers to help them make informed and consistent decisions.

Share information across modules

OuiPay Select enables you to mine data easily and quickly across the different EMPulse Series modules. Reconcile information quickly and effortlessly.

No more bulky employee files

With OuiPay HR you can move away from paper-based processes and consolidate employee information in one convenient, accessible and eco-friendly system.

Eliminate redundancy

Full integration with the OuiPay EMPulse system's payroll and project costing modules eliminates data redundancy and discrepancies, since all employee records, benefits, compensation and costing information are stored in a common database.

Increase employee satisfaction

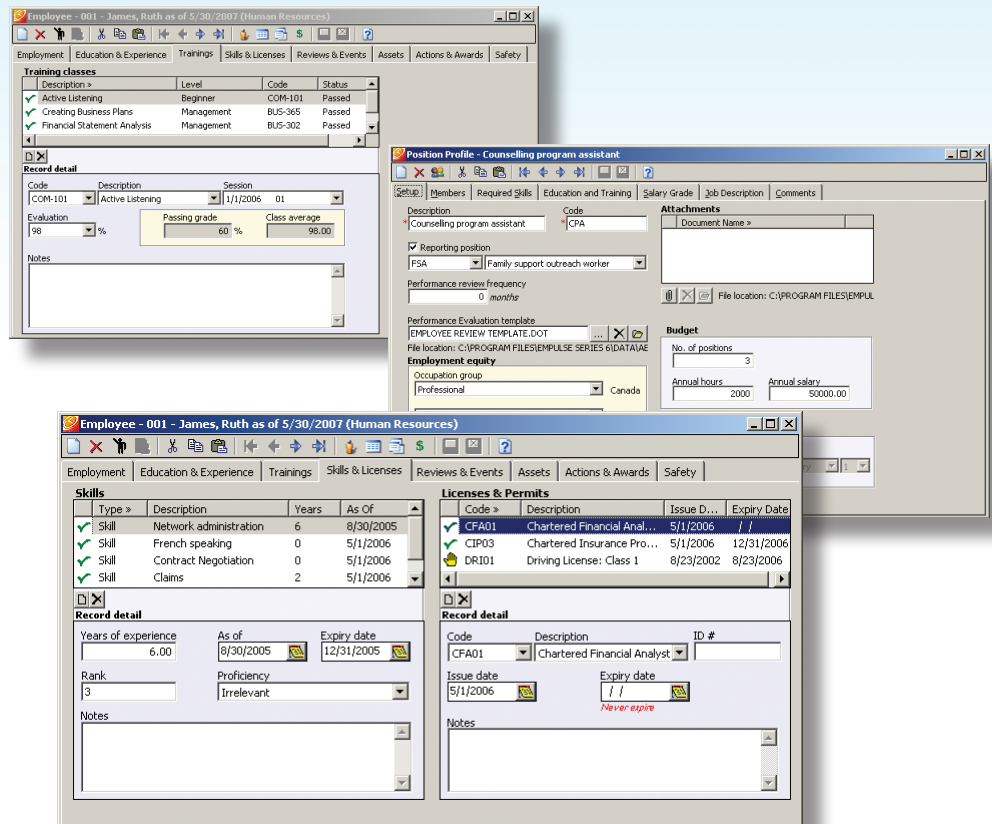
OuiPay Select allows your HR team to respond more effectively to employee and management requests with detailed, intuitive views that allow you to quickly put your finger on the employee information you need.

Ensure privacy & confidentiality

Define user access to information by company, employee groups and/or menu items.

Your workforce is your company's most valuable and most costly asset. So why not use a first-rate tool to manage it? OuiPay Select's Human Resources module enables you to work faster, smarter and more efficiently by equipping you with advanced tools to optimize your labour resources while adhering to HR best practices.

Based on the EMPulse Series, OuiPay Select's HR is a powerful and easy-to-use strategic management solution that effectively consolidates and keeps track of a vast range of employee information to support informed and consistent decisions.



Efficient and effective management of "Human Capital" has progressed to an increasingly imperative and complex process. The design of the OuiPay Select Human Resources system provides flexibility, automation, efficiency, and elimination of duplicate work. As a database driven system, users have control over all changes to the personnel environment, providing maximum flexibility. From position profiles and training schedules, to grievance tracking and company property management, OuiPay Select's HR puts information at your fingertips that will empower your team to deliver timely, effective HR services that will build employee confidence and help your company retain top-performing talent.

FEATURES

YOUR PAYROLL... OUIPAY!

Position management	Define position profiles, identify members, and specify the skills, education and experience required to fill those roles. Position information includes hierarchy, Employment Equity, budget and salary grades.
Education and experience	Quickly access information on education and previous work experience: school types, educational level and diploma, field of study, GPA, previous employers, position, dates and salary.
Training courses	Keep track of training related information including calendars, participants, instructors, costs, grades, etc.
Skills and competences	Establish skills and competences relevant to your organization. Assign skills to employees and include pertinent information such as dates, rank, proficiency, expiry date, etc.
Licenses and permits	Identify and track licenses and permits of different types. Assign them to employees and add dates, ID numbers, issue and expiry dates, etc.
Candidate search	Quickly identify the right people for your project teams. Search for candidates (among active and/or inactive employees) for compliance with particular skills, competences, education, permits, licenses, seniority or other specified qualifications.
Employee evaluations	Schedule evaluations, attach templates, and record details of performance reviews (status, date, score, etc.).
Grievances and actions	Track and document grievances and disciplinary actions (warnings, docked overtime, leave without pay, etc.).
Awards	Consolidate information on awards issued or recognized by the company. Track history of recipients, and design compensation plans that reward your organization's top performers.
Company asset tracking	Maintain a comprehensive listing of company property (vehicles, keys, uniforms, tools, etc.) that can be borrowed or used by employees. Asset information can include photos, serial numbers, purchase dates, maintenance frequency, issue history and status (in/out/due date).
Health and safety	Extensive accident and injury tracking: record employee accidents and incidents, annotate with dates, comments and attachments. Register multiple events (e.g. medical appointment) related to each accident. Details can include date, lost time, cost, etc.
Custom fields	Personalize your system by adding custom fields to any employee screen.
Alerts	Generate Alert reports and view alerts (e.g. unreturned assets, expired licenses).
Historical views	View history of pay raises and employment statuses; retain all information on terminated employees. Any information or transaction in the system is maintained on file until purged.
Attachments	Attach files to company and employee screens (resumés, employee evaluations, accident and injury photos, copies of attestations, employment agreements, warnings, awards, etc.).
Flexible, compliant reporting	Preview, customize, print, email or export a wide range of employee listings, metrics and government reports. Compatible with third party report writing utilities.



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