



Resolve HR Software for Businesses

For many business' managing staff effectively may be both challenging and complex. We at RESOLVE HR Ltd are pleased to offer clients an excellent HR support software package to help your business avoid some of the pitfalls associated with managing staff. Resolve HR Software helps with, amongst other things, recording and monitoring staff absence and holidays, comprehensive staff details and even records disciplinary stages and results. The CD Rom software is easy to use and will help cut your HR administration costs.

This excellent software is yours for a ***Special Offer Price of £399.99 including VAT*** a saving of at least **£100** on the normal price. This works out at just over £1 per day which as you see is amazing value. The price includes a one-off license fee covering up to **250 staff** with no annual charges. Or for an **unlimited staff** license the price is just **£749.99 including VAT** a saving of **£150** on the normal price with no annual charges. ***All this is available with a free no obligation 30 day trial.***

We also offer **optional** annual support for as little as £58.75 (including VAT) per year which includes:

- ✓ Telephone support
- ✓ Product updates
- ✓ Database repairs
- ✓ Development of features and functionality of the Resolve HR Software

If you would like to take advantage of this free trial offer or a free demonstration please call Shane on Tel: 01782 911168 or 07984144812 or Email: info@resolvehrltd.co.uk



RESOLVE HR Software includes;

Employee Details:

Name, Address, Telephone, Mobile, Email Address, date of birth, National Insurance Number, Nationality, Ethnic Origin, Religion, Marital Status, Dependants, Employee photograph, Emergency contact details, etc.

A built-in word form can be emailed to each employee to fill in all their personal details. Once returned these details can be imported into the HRM, it will also create the employee if they are not already on the system.

Health & Safety:

Doctor information, special requirements, Health & Safety Representative, First Aid, Fire Marshalls

Bank Details:

Add the employee's bank account details

Employee Holidays:

Automatic or manual holiday allocation, holidays used, booked or available at a glance.

Automatically include/exclude public, company holidays and weekends. Save this year's or use next year's holidays, a full holiday history.

Holiday form:

RESOLVE HR Software has a built-in holiday form that can be emailed to employees. They can then request holidays using it, again this can be imported into the HRM and the holiday details will be created. You will then see a details/confirmation box which you can then save if the details are correct and the holiday is approved.

Current post/position details:

Employee number, employment type, department, manager details, job location, location contact details, post/position history

Salary details:

Customisable salary rates, start and end dates, salary value, pay periods, salary reviews, salary history etc

Absence Recording:

Record employee absence duration and types. Includes and notes field for additional information. Monitor absences more explicitly by using the built-in Bradford factor sickness absence functionality included.

Disciplinary Recording:



Company No.6285369

Record employee disciplinary events, with expiry triggers/dates. Some of the disciplinary events also automatically connect through to an appropriate disciplinary letter.

Employee Grievances:

Record employee grievances, actions and outcomes to ensure the process is followed correctly.

Employee Appraisals:

Record employee appraisals and set notification reminder date for employee's next appraisal.

Company Vehicle & Employee Benefit Management:

Add and remove vehicles and benefits, issue vehicles and benefits to employee's.

Training, Courses & Qualifications:

Full course and in-house training schedule, enrolment and history.

Course Providers & Locations.

Qualification history with expiry alerts and certificate management.

Employee Documents:

Categorise and link documents or pictures to an individual employee, such as letters, memos or photographs.

Employee Reminders:

Customisable reminders alert you of imminent events on an employee by employee basis, i.e. salary increase due, post /position change, qualification expiry, CRB reminders.

Employee Notes:

Create and view notes for an individual employee

Quick Contact:

Displays all contact details for an employee, including home and work locations. Create emails, launch Microsoft Word and automatically merge employee addresses or write using one of the many customisable word templates. (creating emails requires an email client to be installed, to utilise the document merge and templates Microsoft Word 2000 or later must be installed previously).

User Configurable Fields:

Additional data fields which can be renamed as required to store further information about an employee, such as "Hair Colour". Alpha-numeric, date and yes/no fields available.

Employee Details Import and Export:

Generate and export a Microsoft Word form containing all of an employee's entered details, email the form to them, which the employee can then amend or add missing information to and email back. This form can then be imported back into the database and the data amended automatically if required.



Company Parameters:

Work Patterns: Customisable work patterns.

Company Holidays:

Holiday year start and end dates, import from file or enter and configure public and company holidays.

Company Vehicles:

Vehicle details, including brands, models, registration number, mileage. Full company vehicle history.

Company Benefits:

Categorised company benefits. Duration, value, taxable, employee contributions, full benefit history.

Company Logo:

Import your company logo which will then appear on all printed reports and on the application screens.

Manager Documents:

Categorise and link documents, files or pictures, such as standard forms, memos or photographs. Launch the associated application for these without leaving the Resolve HR software system.

User Reminders:

Set reminders for an individual or all users. Customisable reminders can alert you of imminent events or notices to other users of the system.

Application Features:

Security:

With the built-in security panel you can control what can be viewed/added/removed/edited.

Users:

Quickly add/remove users for access to the system, assigning them the appropriate security level and username & password.

Backup:

The HRM has its own built-in backup and restore facility. The backup can be stored locally or on a network/removable device. The backup files can be compressed and password protected.

Installation:

RESOLVE HR Software can be installed as either a standalone or client/server system. The software can also be used by multiple users simultaneously, it also shows other users when an employee's record is locked (in use) by another user.