



HR.net

Envision IT

our software solution for human resources management **will:**

Focus on workforce planning

Eliminates paper flow and redundant data entry

Provide financial reporting and analysis for benefits and salary

Reduce absence

Integrate with payroll system

Help improve employee moral

Be sophisticated enough to handle your current and future needs

Have custom and standard reports at the click of a mouse

Provide government compliance reporting

All of the above



Microsoft Partner



Semos is leading Macedonian company in providing software solutions, system integration and IT consulting. Essential activities are design, development, implementation, and technical support of complex IT solutions.

During this period, Semos has been successfully promoting the products of the ultimate information technology on the Macedonian market. Nowadays, employees and management team are headed to the peak of the regional IT market.

Being one of the key partners of Microsoft for Macedonia, Semos specializes in designing of custom software solutions based on Microsoft.Net, Advanced Network Infrastructure solutions, Security solutions as well as OLAP/Business Intelligence solutions.

We pay special attention to the satisfaction of our customers as well as retaining the professional and ethical standards in our field of occupation, together with permanent increase of the quality of our services.

A new vision for Enterprise HR solutions

Employees today in a modern enterprise are one of the main resources necessary for its successful functioning. The need for efficient employee's data administration is growing very fast. The files that have to be kept can be very large and detailed, and their settling can take a lot of time. Therefore, it is necessary to automate the process of administration of the employee's data in every company. Human Resources Management application is dedicated to the above mentioned purpose, as a complete tool for quick and efficient record of employees data in one company, as well as general data of the company and its organizational structure. It is designed to include a large quantity of data that are necessary for the Human Resource Managers. With the implemented reports a summarized and detailed tables, from different aspect, can be gained for the whole structure of employees. This application significantly reduces necessary time for manual administrating of the data as well as maintenance of the files.

Application attributes

HR.net focuses on humans and organization on one side, and planning and expenditure on the other, thus creating a unique source of quality information necessary for business decision making.

The entire system uses intranet and internet WEB technologies as a technological basis and user's interface, which enables easier administration, distribution and management of the entire system by owners of separate business processes.

The basic characteristics of this system is that all elements include the time category, which enables transparent monitoring of changes within the company, working places and personnel data through history, planning development and changes in the future, planning career development and salaries, followed by all the necessary legally defined reports and documents.

Data security, access control and protection of unauthorized access are secured on several levels, based on strategic and open standards.

As a part of the system an OLAP solution is implemented, adequate for detailed, flexible, user adjustable tables of necessary data, important for business analyses.

Solutions Modules

Human Resource Management
Self Service Portal
OLAP Reports and Analyses

Technology

- Microsoft ASP.NET 3.5
- Microsoft Visual Studio .NET 2005
- Web Services
- Microsoft SQL Server Enterprise Server 2007
- Windows Workflow Foundation
- Microsoft SQL Server 2005
- Microsoft SQL Server 2005 Reporting Services
- Microsoft SQL Server 2005 Analysis Services
- Microsoft Office 2007 System
- Windows Server 2008

Benefits

- Reduce unnecessary resources
- Improve efficiency of administration
- Increase distribution reliability
- Save precious man-hours
- Improve departmental communications
- Enhance information flow
- Leverage investments in current systems
- Reduce the cost of overtime
- Improve employee morale

HR.net includes the following business processes:

- + Managing organization structure and employment catalogue
- + Managing employment process
- + Administrating employees data
- + Support to efficiency evaluation process

- + Managing education processes
- + 360° Feedback
- + Portal - Self service system
- + HR Data Warehouse - OLAP information system

Organization and job catalogue management

Defining organization enables a description of organizational structure without restrictions of maximum depth level, bearing in mind that many complex business systems are also active in another countries and under different laws and regulations. Work catalogue with its complex structure from work groups and divisions to the work itself enables a structured work monitoring, taking care of the need to define the levels of management, the lines of responsibilities and lines of technological responsibilities.

If necessary, it is possible to establish a connection with other work describing processes, so that using the HR.net and self-service any employee can have an overview of all the business processes and tasks he is responsible for or he participates in. The systematization of working places, the planning of necessary number of employees and the opening of new positions are just a part of the work that enables the sub-system for managing working places and working schedules. It is necessary to underline the ease of implementing working schedules of employees by simply using the "drag and drop" option, where the employee is literally "dragged" to another working place. The basic characteristic of this system is the ease of use, as well as the integrated time component that at any moment enables an overview of the organization present and past and the planning of future system development, taking care of the information consistency.

Employment

Module covers the entire employment process and is an integral part of the HR system that enables an optimized work and distribution of separate business processes among responsible persons. The process of opening a new work place, defining the need for a certain number of new workers, planning employment dynamics (advertising and job announcements), the procedure of internal and external advertising, candidates' application, testing and interviewing compose a sole unit that is a base for successfully finding the best candidate. Another significant component is the intensive database search of candidates, having undergone testing and are potentially valuable "source" for other work places in need of their knowledge and experience, or, for example the possibility of analyzing all job announcements that a certain candidate has applied to. Successful analysis of employment system, analysis of internal, external and overall fluctuation of employees, creates a very important foundation for business decisions and planning, not only for departments directly focused on employment processes.

Personnel Records

Module enables structured and extensive records of all important information on personnel (and other categories of employees) in the company, which is a base for a whole spectrum of supported business processes. Data analysis on personnel according to practically all the entered data, the possibility of simple design of even the most complex analytical approaches make the foundation for successful managing and planning of human resources within the company. Managing daily tasks of HR department, insight into the complete list of previous and future career plans, automatic design of all the documents related to personnel (based on templates) are some of the few daily processes of human resources department, which by using the HR.net system, transfer to higher level and change the accustomed work of human resources department.

Education

Education and training are an ongoing process in large companies, and their monitoring, planning and analysis enable an optimized spending of means and time. The HR sub-system for education and training management covers the process of defining courses catalogues (and their structure) and planning terms, locations and lecturers for specified terms. The system includes the application procedures for potential participants, procedures for control and approval of a training, spending records and feedback information on a training evaluation by participants. Analysis of costs and results of education according to different parameters enables a quality evaluation of education of each employee, organization, lecturer, etc

360° Feedback

An instrument like 360° feedback provides complete information how the employee performs within the organization. The HR solution provides support for 360° Feedback survey modeling and process management. The survey is conducted on-line, the feedback information is automatically processed, and the individual reports are generated. Process administrator controls the publishing of the reports. Besides filling-out the questionnaires, the employees are also able to nominate potential assessors to ensure optimal feedback. Process administrator can freely define questionnaires, different scales and relations between employees, based on the organizations needs. At any point, depending of the phase of the process the administrator has the complete overview: who have filled out the questionnaires, activities of the assessors, and supervising the data collected so far. The whole process can be constantly monitored and various actions to ensure necessary data has been collected can be taken at any moment.

