

Softworks Solutions for the Public Sector

Flexitime/Time & Attendance, Automated Rostering, Holiday and Absence Management Solutions

Our Solutions make it easy for you to manage employee hours, flexitime, time in lieu, holidays and planned and unplanned absences. We can assist you to streamline internal processes, reduce administration, generate reports and encourage employee self-service.

Softworks Workforce Management Solutions can empower you to;

- Accurately record hours worked; maintain flexi balances, time in lieu and manage planned/unplanned absences.
- Automate the cycle of workforce administration from staff induction to rostering and right through to payroll authorisation.
- Optimise workforce scheduling and deployment by aligning labour resources with demand.
- Ensure compliance with working time legislation and health & safety requirements.

We can provide you with solutions to assist with

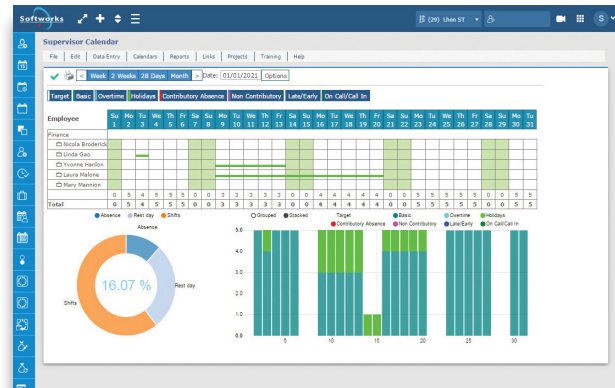
- **Time & Attendance** - Build a clear picture of employee time including attendance, absenteeism, overtime, flexi-balances, scheduling and holidays.
- **Rostering/Scheduling** - Manage and optimise schedules across your entire organisation.
- **Skills Management** - Complete skills management solution to track employee skills, training & qualifications,

detect training needs and manage employee learning requirements.

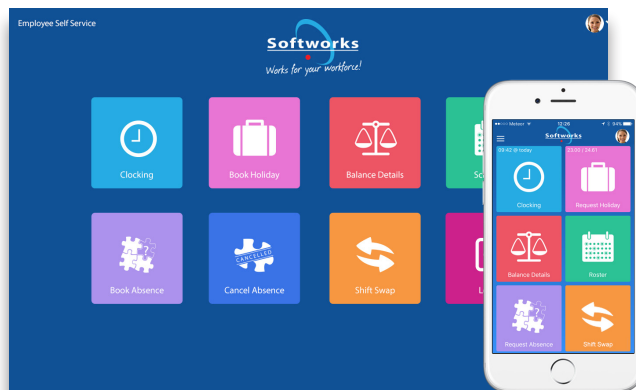
- **HR Management** - Full HR system to track employee information or alternatively, Softworks can integrate with your existing HR system.
- **Softworks ESS & Mobile App** - Employee self-service solutions enabling employees to check rosters, record their own time and attendance, request holidays and other absences via PCs, laptops, smart phones and tablets.
- **Multiple Clocking Options** - As well our mobile app, we have multiple other clocking options including biometric, proximity pin clocking terminals and email timesheets for those who don't clock.
- **Employee Demographics, Absence & Analytics** - Real time, dynamic information on employee trends such as; absences, lates and leaving early.
- **Action Manager** - Single screen to allow managers action any outstanding tasks, such as; holiday requests, missed clocking and overtime approval.

Easy to use Workforce Management solutions because life is complicated enough!

HR Module including eForms

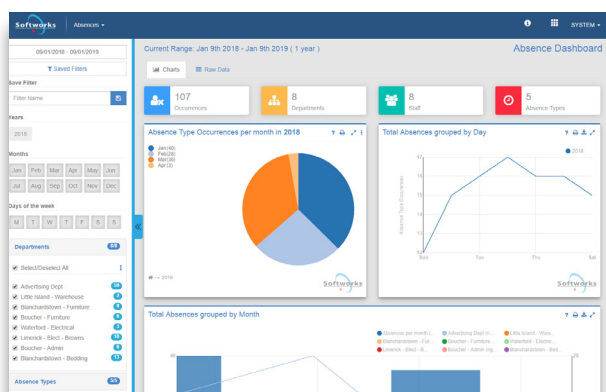


Supervisor Team Calendar



Employee Self Service & Mobile App

eRostering



Employee Demographics, Absence & Analytics Dashboard

Single Screen Action Manager

Softworks is compatible with 100's of different time terminals...



For further information about Softworks Solutions
Contact us: hello@softworks.com or visit softworks.com