



eHRM

Human Resources Management

Contact CSG to obtain this solution:

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or +2 02 2671 4043

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Overview

Each and every enterprise needs people to manage and run its business. People are the most basic and the most important ingredient of any business. It could be a small or medium business, a large Bank or a Government entity, no matter where the enterprise focuses on, it must need people to run it. That is why it becomes necessary for the enterprise to store organizational data along with employee data, and use them to manage the people related to the enterprise effectively. This requirement creates the market for a system called the Human Resource Management.

Zajil eHRM provides a very effective and scalable way to manage the Human Resource of an enterprise. Zajil eHRM as a whole is a combination of few Sub Modules. Each sub module supports one particular type of application/practice. The most popular modules in Zajil eHRM are:



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Modules

HR Management

HR Management module is the core module that helps managing enterprise structures, and Organizational hierarchy, position hierarchy, supervisor hierarchy etc. This module is the backbone of all the other sub modules in eHRM.

Personnel Management

This module allows employee self-service capabilities and a repository of Employee Personal information, Leave & EOS information, and Claims & Benefits workflow.

Payroll

Payroll module helps managing employee payroll related details; whom all to pay, how much to pay, how to pay, when to pay, payslips etc. can be managed through this module.

Leave and Travel Management

Leave and Travel Management module helps managing all activities related to employee leave and business travel. Annual Leave Calendar, Multiple Leave Requests, Leave Credits and Business Travel Management etc. are some of the major capabilities of this module.

* To be launched soon

Attendance

Attendance module tracks the time sheet information of the employees. Attendance Records, Shift Rosters, Overtimes etc. can be managed through this module.

Recruitment Management*

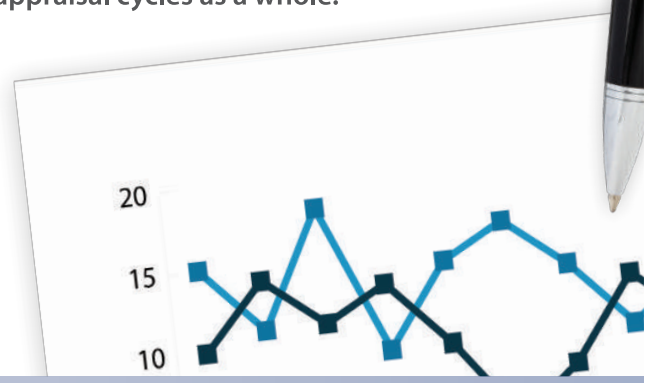
Recruitment Management module is used for recruitment processes. Managing applicants, vacancies, releasing offers etc. are managed through this module.

Learning & Development*

Learning & Development module manages the trainings and the competencies of a given enterprise. With this module, one can manage employee training needs, hiring external trainers, setting up classes etc.

Performance Management*

Performance Management module deals with the appraisals, competencies, proficiencies etc. This helps us to manage the appraisal cycles as a whole.



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Deployment Models

Zajil's eHRM application can be either deployed on-premise at the customer site or on-cloud in Zajil's Data Center. In the On-Premise deployment model, the customer will be responsible for the provisioning of the server, storage, connectivity and the overall service availability.

Whereas in the Cloud deployment model, Zajil will be responsible for the entire eHRM Software as a Service. It will be hosted on Zajil's Cloud Infrastructure located within Zajil's Data Center. This model provides a lot of scalability; For example: in case the customer needs to add more resources to process the payroll it can increase the resources without waiting for additional hardware.



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Features and Benefits

 Self-Service	<p>Employee self-service feature allows for anywhere, anytime and any-device access to the HR information. The system also allows the users to raise and approve requests while on the go.</p>
 Regional	<p>No HR system is complete without incorporating local laws, languages and currencies. Zajil eHRM incorporates regional laws covering Kuwait, KSA, UAE, Bahrain and Jordan. Its a bi-lingual application and supports multiple currencies.</p>
 Paperless	<p>Driven completely by digital workflow, Zajil eHRM eliminates the need of paper. From the initial request to the final approval, all done through the system and recorded for reporting and analysis.</p>
 Flexible	<p>Zajil eHRM is a configurable system allowing the administrators to setup the hierarchies, workflows, schedules etc. Further its a highly customizable application to meet any additional requirements.</p>
 Scalable	<p>Zajil's eHRM application is highly scalable. Starting from just a few employees it can support an organization with thousands of employees.</p>
 Secure	<p>Secure isolated application architecture ensures data security and industry and corporate security compliance requirements. With role based access users will only be able to access the data that they are authorized to.</p>
 Ease of use	<p>Simple and intuitive Graphical User Interface makes it extremely easy to use. With self explanatory icon based menus, users will be able to complete most of the tasks without any expert help.</p>
 Reports	<p>Detailed reports based on users, departments, branches or even based on activities like leaves and travels. These reports help in the analysis and provides a 360 degree of the organization's human resources related activities.</p>

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