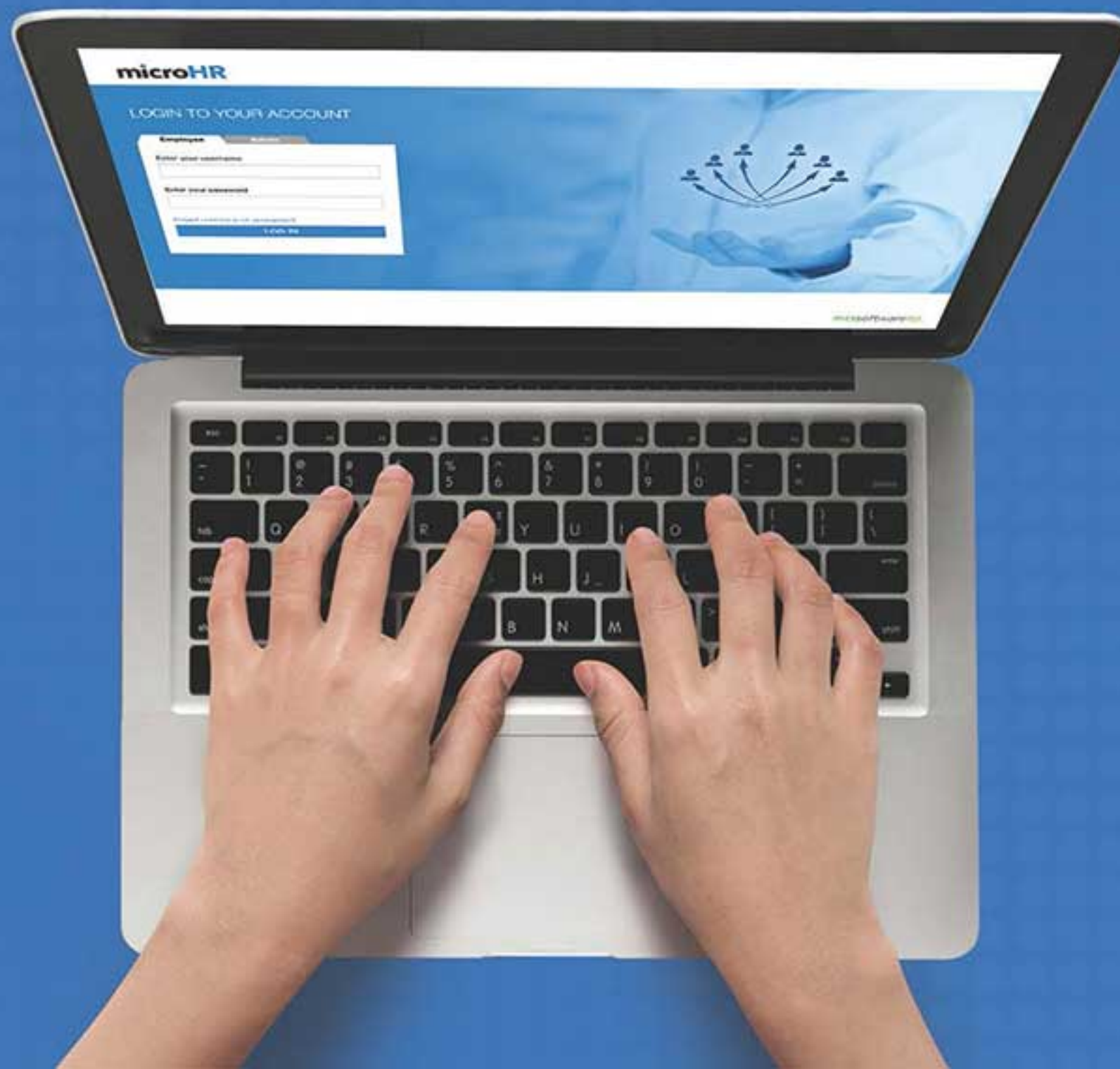


We are a company dedicated to
**development
of software**
for business

Over the past decade we have been driven by a passion for technology and focused on developing software to serve the three critical areas of any organization:

- Human Resources
- Payroll
- Time & Attendance

We not only create the software you need to run your business but also provide unparalleled technical and after-sales support.



microHR

Human Resource Management

mcssoftwareltd.

Maximizing the efficiency of business
through the use of software

Contact our team today to discuss your HR needs

91 Cascade Road, Cascade, Trinidad W.I.

P: (868) 627-0114

F: (868) 624-8292

E: info@mcssoftware.biz

W: www.mcssoftware.biz



microHR



Recruitment

- Manage candidate applications
- Analyse suitability against job requirements
- Maintain job requirements, responsibilities, description, and benefits for each job position
- Generate interview forms with competency based questions



Performance Appraisals

- Record and track employee appraisal
- Flag employees for advancement or additional training
- Manage employee objectives



Leave Management

- Manage leave on an organizational or departmental level
- Generate leave reports



Succession Planning

- Quickly evaluate employee suitability for promotion
- Identify performance gaps



Employee Portal

- Electronic link between HR staff and employees
- Mobile Access
- Reduce data entry for employee profile maintenance
- Employees may request Leave, Job letters etc.
- View request statuses and or approvals, Company notices etc.



Security

- Users – individuals who are allowed access
- User groups – multiple levels of access eg; HR, Accounts and Supervisors
- Customizable security protocols
- Enhanced audit tracking
- Self-managed company data

Software comes preloaded with the following:

- Competencies
- Appraisal Questions
- Recruitment Questions
- Access to Psychometric Assessments

MicroHR Employee Portal
Provides convenient and secure access to keep track of your employee information.

