

### HUMAN RESOURCES MANAGEMENT

People management and assessment software

The **Human Resources Management** solution allows you to manage and process, in an easy and intuitive way, all the information related to an organization's Human Resources management.

With this management software you will be able to manage and keep your Human Resources department organized, following the development of each employee within the company.

Fully integrated with ERP Microsoft Dynamics 365 Business Central, the solution automates tasks and facilitates compliance with the tax obligations and social enterprise.

### **Main Features**

- Employee record
- Salary processing
- Recruitment and selection
- Employee portal HyColaborador
- Fiscal statements
- Performance evaluation and training management
- Safety, hygiene and health at work
- Integration with time clocks

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# Track the growth of employees and boost their development professional



#### Register Employee

- Developer registration
- Tax information
- Remuneration table
- Integration with the time clock and history of absences
- Renumeration and meal cards payment through SEPA and PS2 files
- Single report completion



## Self-Service Portal with HyColaborador

- Personal data update
- Information query renumberingRegistration of training workshops
- requestsHoliday scheduling and absences
- Registration fees
- Assessment registry performance



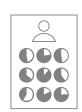
### Training Workshops Management

- Registration of training workshops requests, with theme identification, participants and appropriate process of training
- Management and control of training workshops actions
- Evaluation of learners and respective training workshops activities



### Safety, Hygiene and Health at Work

- Record of medical actions
- Record of accidents at work
- Management of personal protective equipment
- Creation of Annex D of the single report, with the data recorded in the module



#### Performance Evaluation

- Creation of performance evaluation models by function
- Standardization of performance evaluations
- 360° evaluation model



### Recruitment and Selection

- Candidates registration
- Process application typification
- Conversion of candidates for employees
- Maintenance of the candidates history



**Braga** Av. Robert Smith Centro de Serviços Domus Qualitas nº 31 4715-249, Fraião Telf: +351 253 200 320

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Lisboa Edifício Arcada Rua da Eira, 18 D 1495-050 Algés Telf: +351 214 222 194

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www.hydra.pt | infogeral@hydra.pt