



**H.R. SOFTWARE SOLUTIONS PVT. LTD.**  
**A Complete IT Solution Provider**



**HRSoft™**  
Smart, Safe and Reliable

Professional Version

# HRMS

Human Resource Management System



HRSS  
HB22

# HRMS - Human Resource Management System

Digital platform for Personnel Management and Administration from hiring to retiring



# KEY HR PROBLEMS

Discover the One Stop Solution



Inconsistent or  
Missing  
Employee  
Information



Error Prone  
Manual  
HR Processes



Multiple tools  
for different  
HR Modules



Govern or  
Control Access of  
Sensitive  
Organization Data



Managing  
Geographically  
Dispersed  
Employees



Transparency &  
self service  
to employees



Weakness  
exposing  
sensitive  
data



Conflicting  
or  
mismatched  
information

# KEY HIGHLIGHTS

## Why Choose Digital HRMS



Payroll Management



Leave Management



Time Office  
(Attendance Management)



Core HR



Advanced HR



Loan & Advances  
Management



Employee Self  
Onboarding



Recruitment  
Management



Task Management



Performance  
Management System



Employee Portal  
(Web and Mobile app)



Travel Desk  
Management



# KEY HIGHLIGHTS

Why Choose Digital HRMS



GeoMark+



Comprehensive Employee  
Exit Management



Advanced Analytics  
& Reporting



Extensive Excel import  
& Export Facility



Onboarding Support  
& Services Plan



Access & User  
Management



Mis Reports



Helpdesk Management

HRMS is an initiative designed to leverage technology to its fullest potential. In the coming time, other departments and state governments are also expected to adopt this system. All such initiatives reflect the government's commitment to a citizen-centric approach.

## Our Modules

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### **Payroll Management**

Automated payroll system that ensures accurate salary processing every month. It manages statutory compliance, tax deductions, reimbursements, and payslips with complete transparency for employees and HR.



### **Leave Management**

Streamlined leave application and approval process with configurable leave policies. Employees can easily request leaves, managers can approve or reject instantly, and HR gets complete visibility of leave records.



### **Time Office (Attendance Management)**

Advanced attendance management with biometric, RFID, and web check-in support. Real-time tracking of employee attendance, late coming, overtime, and shift scheduling for accurate workforce management.



### **Core HR**

Centralized database to manage complete employee lifecycle information. From personal details to official records, Core HR acts as the backbone for all other HR functions.



### **Advanced HR**

Smart HR tools to handle complex organizational needs such as workforce planning, employee engagement, and succession planning. It empowers HR teams to take data-driven strategic decisions.



### **Loan & Advances Management**

Automated system for managing employee loan and advance requests. It tracks disbursements, deductions, and repayment schedules, ensuring financial transparency and efficiency.



### **Employee Self Onboarding**

Digital onboarding process that allows new employees to complete formalities online. Document submission, verification, and induction become seamless without manual paperwork.



### **Recruitment Management**

End-to-end recruitment automation starting from job posting to candidate short-listing and hiring. It reduces hiring time, improves efficiency, and ensures the right talent is onboarded quickly.



### **Task Management**

Simple yet powerful task allocation and monitoring system. Managers can assign tasks, track progress, and ensure accountability, while employees stay organized and productive.



### **Performance Management System**

Robust performance evaluation system with KPI, KRA, and goal-setting features. Continuous feedback, reviews, and performance tracking help organizations identify top performers and areas of improvement.



### **Employee Portal (Web and Mobile App)**

A self-service platform available on both web and mobile. Employees can access payslips, apply for leaves, view attendance, update details, and stay connected with HR anytime, anywhere.



### **Travel Desk Management**

Centralized travel request and approval system with expense tracking. It simplifies business travel arrangements, reduces manual intervention, and ensures compliance with company policies.





### **GeoMark+**

Geo-location based attendance tracking system. Employees can mark attendance using GPS-enabled devices, ensuring accurate location-based verification for remote and field staff.



### **Comprehensive Employee Exit Management**

Structured exit management process from resignation to full & final settlement. It ensures compliance, knowledge transfer, exit interviews, and smooth transition for both employee and employer.



### **Advanced Analytics & Reporting**

Powerful dashboards and reports to analyze workforce data in real time. HR teams can gain insights, identify trends, and make informed decisions using predictive analytics.



### **Extensive Excel Import & Export Facility**

Seamless import and export of employee data in Excel format. Makes data migration, backup, and integration with other systems quick and hassle-free.



### **Onboarding Support & Services Plan**

Dedicated support to help organizations implement and adopt the HRMS system smoothly. Includes training, configuration, and continuous assistance for successful onboarding.



### **Access & User Management**

Secure access control with role-based user permissions. Ensures that sensitive HR and payroll data is accessible only to authorized personnel.



### **MIS Reports**

Comprehensive and customizable reports for management. Provides clear visibility into workforce performance, payroll, attendance, and other HR metrics.



### **Helpdesk Management**

Built-in employee helpdesk for managing queries, requests, and grievances. Ensures faster resolution, better communication, and improved employee satisfaction needs.



# MULTIPLE INDUSTRIES. ONE HR SOLUTION



HEALTH CARE



IT / ITES



AUTOMOBILE



EDUCATION



REAL ESTATE



MANUFACTURING



RECRUITMENT  
AGENCY



CONSULTANCY  
FIRM



MEDIA &  
PUBLISHING



FACILITY  
MANAGEMENT



DEALERS &  
DISTRIBUTORS



BANKING &  
FINANCIAL SERVICES



HOSPITALITY



UTILITIES



PHARMA



Tour & Travel

And many more other industries to which  
we cater HRMS as a solutions

## Our Valuable Clients

**oppo**  
SMARTPHONE

**STORE99**



**oxigen**  
MOBILE WALLET | MONEY TRANSFER | DIGITAL PAYMENTS



**Buniyad.com**



**TECHNIX**

**Tycoon Group**  
Integrated Illuminated Ideas

**TBEA 特变电工**  
Always Reliable 全球信赖



**MiCADocs**



**genetix**  
Biotech Asia Pvt. Ltd.



**YMC**



# DATA SECURITY



## SERVER SECURITY

Information is hosted on Microsoft Azure Cloud, monitored 24x7 by world-class professionals



## DATA ENCRYPTION

256-bit SSL encryption software – a high-end encryption technology which is used in BFSI industry



## SECURITY PROTOCOL

Stringent IP & Port based restrictions with communication over SSL protocol under ISO 20001, GDPR & Country specific security standards



## INFO AVAILABILITY

Reliable disaster recovery and continuous information flow with 99.9% cloud uptime availability



## MULTI-LAYERED BACKUP

Systematic backup of data in multiple locations and backup updates throughout the day



## ACCESS CONTROL

Restricting system usage based on user roles and permissions.



# Reach Our Expert Team



**HR Soft**

Smart, Safe and Reliable



## Head Office

Building No. E-46/4, Okhla Estate Marg, Pocket D, Okhla Phase II,  
Okhla Industrial Area, New Delhi, 110020



## Branch Office

9th Floor, Unit# 93, Sakhar Bhavan, Behind Trident Hotel, Nariman  
Point Mumbai - 400021



## Call

+91-11-47350210/11, +91-931 190 3191



## Mail

info@hrsoftwaresolution.com



## Website

<https://www.hrsoft.in/>