Smart HR & Payroll System

Make Your Time Smart

Smart HR & Payroll covers all the organizational need of a HR Department, Finance Department and as well as Management Section. System consist of Employee profile and management, Attendance system, Leave management, Advance and Loan handling, Allowances and deductions, payroll handling and history of transfers, promotions and increments.

Smart HR & Payroll is based on user defined policies and rules instead of fixed architecture. Administrator can define rules and making attendance policies like late coming, leave rules etc and the system will work according to these rules.

Smart HR & Payroll can integrate with our Smart Financials System and vouchers will generate automatically and transfer to system. Attendance system can be attached with fingerprint scanner (Bio metrics system) or bar-coded employee card as well as manually marking.

Special Features
- Flexible Business logic according to different organization behavior
- Powerful reporting capabilities with export to MS Excel, MS word and emailing features
- User Security, Backup and Restore Modules
- Automated operations help HR Manager to monitor and track employee’s attendance and salaries
- Automated salary processing allows user to create salary statements and vouchers
- Customizable rules and policies for Overtimes, Holidays and Attendance

Employee Management Module:
- Employee personal, official and salary details
- Employee education, experience and reference details
- Employee photograph and fingerprint scanning

Advance and Loan Module:
- Employee advance payment and deduction in upcoming salary
- Employee Loan definition and installment plan against salary

Attendance Management Module:
- Track time in and out on bases of shift timings
- Leave marking according to leave type
- Tracking of late coming, early going and half absent
- Daily, weekly, and monthly man hours calculations
- Holidays tracking and easy marking
- Attendance system integration with Barcode, Finger Print Scanner and camera

Payroll and Salary Module:
- Define Salary structure, Salary heads, Salary Formulæ, Tax rules and other settings
- Auto Advance and Loan installment deduction
- Just one click to Salary sheet and salary slip
- Post and un-post salaries
- Integration with Smart Business Suite Financial Module
- Auto postings of Salary, advance, deduction details in financial Module

Integration
- HR & Payroll is fully integrated with following Smart Business Suite Modules.
  - Smart Financial Accounting
  - Smart Inventory Control
  - Smart Receivables & Sales
  - Smart Payables and Purchases

General Settings
- Smart HR and Payroll is easy to use, windows based, work in client / server environment and simple modular based software. Some of the features are following:
  - Department and shift definitions
  - Shifts on two half bases and timings
  - Designation definitions
  - Attendance policies definitions
  - Overtime policies definitions

Leave Management Module:
- Types of leaves definition
- Leave days definitions and carry forward details
- Leave assignment by employee and departments

Allowance and Deduction Module:
- Define allowance types like house, rent & utilities
- Define deduction types like tax
- Define allowance and deduction amount by employee

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