

## Human Resources ●

# HR

Manage your human resources in one location: performance evaluations, training, disciplinary measures and much more!

Nethris helps you manage your HR activities.



### **Centralize your HR activities**

Find all the information pertaining to your company human resources in one place. In just a few clicks, find performance evaluations, training sessions and pay scales. Your dream has become a reality!



### **Customize your searches**

Since each small business is unique, simplify your work by customizing the Human Resources solution according to your needs.



### **Attach documents to a file**

Facilitate your decision-making by searching for all your employees' files in a single place. Analyze the relevant HR scenarios and maximize your productivity!



## Features

### Performance reviews

This feature manages the information needed for performance reviews. You can define performance objectives, attach documents and write comments based on evaluations.

### Education and professional experience

With these two features, you can centralize and index all the details pertaining to your employees' education and previous work experience.

### Complaints and disciplinary measures

These functions enable you to centralize information and follow up on complaints and disciplinary measures. All fields required to manage events are included here.

### Salary scales

This feature helps you manage salary scales. It provides two types of scales: the step-base type or the "minimum/maximum" type. It produces a report to help you make the necessary adjustments according to the hiring date.

### Work-related injuries

Easily gather data on workplace accidents. Certain fields can be customized according to your needs and relevant documents can be attached.

### Training

This feature helps you manage your company training expenses. You can create training activities, plan sessions, manage participant registration and record expenses.

### User-defined fields

With this feature, you can customize your employee files by adding new fields such as numeric, alphanumeric, dates, checkbox and drop-down lists.

### File attachments

This feature enables you to attach documents to employee files. You will save time and be more organized by centralizing all employee information in a single location.

### Position evaluation

This function allows you to evaluate and compare similar positions by attributing points to each. By doing so, you can establish fairer remuneration for your staff.

Request a free demo!



### What is Nethris?

We are a Canadian company that has been helping small businesses manage their payroll for over 40 years. Our full range of services covers all aspects of payroll management and processing. In Canada, more than 14,000 companies of all sizes do business with us and use our payroll solutions safely.

**Choose Nethris today**

Talk to an expert at **1-888-650-6291**  
Send an email to **payroll@nethris.com**  
Visit **nethris.com/business-solutions**

Already a client? Dial 1-877-244-2324.