



Leave Has Never Been So Easy



hSenid
eLEAVE™

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Cost saving



Secure



Flexible



Integrated



Accurate

hSenid
eLEAVE™

Thanks to eLeave HR staff can take leave as well

hSenid eLeave covers all aspects of leave management, from entitlements to applications to recommendations and approvals. This unique application handles all types of leave such as annual, sick, casual, maternity, lieu leave, etc and is accessible via Internet or Intranet.

THE WHOLE PROCESS FINISHED IN A COUPLE OF MINUTES

Leave management is one of the areas where you can save your time rapidly and help your company grow. hSenid eLeave provides the means to save the time of your employees and managers by making the whole leave process simple, fast, accurate and paperless.

In a typical situation, employees submit forms when applying for leave and have to wait for approval. What if the information needed is crucial? In such cases, hSenid eLeave will let employees access their leave information easily anytime, anywhere. Employees' applications are delivered immediately to the relevant superior for recommendation / approval together with an email notification. The whole process takes only a couple of minutes without disturbing the HR department.

BENEFITS YOU WILL ENJOY

- ▶ More time for HR managers to focus on crucial strategic and functional issues instead of drowning in administrative paperwork.
- ▶ Automated workflow reduces paperwork and costs.
- ▶ Minimized errors and misplacements of forms.
- ▶ Both applicant and Approving Officer can see complete leave records such as detailed leave history, balances, rejections and even pending leave or approval history.
- ▶ Leave records are updated automatically once applications are approved.
- ▶ Applicants are free of paperwork. Easy cancellations. Submission of leave requests via email.
- ▶ Online notification system empowers employees to receive an email of approval or denial.

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Human Technology Alliance A division of hSenid Software International

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