



HROnline Is A Wise Investment For Citizens Union Bank

Web-Based HRIS Streamlines Operations



Client Profile

Client Information:

Citizens Union Bank

Number of Employees:

300

Number of Locations:

22

Headquarters:

Shelbyville, Kentucky

Industry:

Banking

Web Site:

www.cubbank.com

Citizens Union Bank is an independent community bank with 22 branch locations across 10 Kentucky counties. The bank's mission is to provide superior personalized financial services and to promote economic growth and stability within the community—all while earning the highest possible return. With a 300-member workforce spread over a large geographic area, Citizens Union Bank requires a flexible and accessible human resource management and time collection system. The solution Citizens Union Bank relies on is HROnline from PeopleStrategy.

Invest In A Winning Solution

"HROnline has completely streamlined our HR and payroll processes," explains Melissa Banta, payroll manager and assistant vice president of human resources for Citizens Union Bank. "We've gone from a paper-based system to an online solution. It's efficient, secure, and easy to administer."

The company looked at other HRIS software, but chose HROnline for its comprehensive feature set, user-friendly interface, and competitive pricing.

Easy To Learn and Use

Banta and one backup individual are able to handle payroll and HR for the entire organization in part due to the efficiencies of HROnline.

The fact that HROnline is intuitive and easy to use means that new employees can be rapidly familiarized with the system without expensive training. "We just show them how to access the system and assign their password," Banta says. "Beyond that, the system is so easy to use it requires no training."

Streamline Open Enrollment

The bank's annual open enrollment process used to involve reams of paper and visits by Banta to each of the branches. Now the entire process is completed online. Employees sign in to the secure HROnline portal and can fill out the benefit applications electronically. "They can see their current elections and what options are available to them," explains Banta.

Simplify Time And Attendance

Each of the bank's employees access HROnline from their desktop computers, clocking in and out

CHALLENGE

Citizens Union Bank required a comprehensive time collection and HR task management solution. It needed to be secure and accessible to each of its 22 branches.

SOLUTION

The Citizens Union Bank selected HROnline, a hosted HRIS solution with time and attendance, benefits administration, compliance tracking, employee self-service, and payroll integration components.

RESULTS

Through HROnline, Citizens Union Bank has eliminated manual data entry, reduced processing errors, and freed valuable time for more strategic initiatives.

PeopleStrategy Background

PeopleStrategy's HROnline is designed to meet the needs of today's mobile business environment and the changing role of Human Resources. HROnline is custom-tailored to fit your HR workflow processes.

Automate your HR functions from benefits to compensation to performance to learning with industry-leading resources while providing your employees secure 24/7/365 self-service access through any Internet connection. But that's only the beginning. HROnline gives small and mid-size businesses the risk management services and workforce productivity tools that were previously out of reach to all but the largest enterprises.

to record their time. The data is then exported in a file format required by the bank's payroll service provider.

Single Source Resource

HROnline is much more than a time collection system, it is a complete employee self-service portal where staff can view benefit information, request time off, update contact information, and even view their latest pay stub. Any changes made through the portal flow to HR for review and approval before being implemented.

The bank uses the HROnline self-service portal as an employee information center, posting company documents, news, policy manuals, and benefit guides. Links to benefit provider sites can be added as well, making HROnline a comprehensive resource for management and staff alike.

"The call volume to our HR department has dropped dramatically," says Banta. "With HROnline, employees are able to find answers on their own. They can even access the system from home to review benefit elections with their spouses."

Reporting Flexibility

Banta praises the reporting tools present in HROnline. "There are many standard reports, and in addition I can create any report I need," she says. "We have a policy where we buy-back vacation days over a certain number, so I developed a report that shows me how many vacation days each employee has. Another report summarizes the premiums we collect for health and dental coverage which I use to compare to the bills we receive from our carriers."

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Eliminate the IT Burden

As a hosted Web-based solution, HROnline requires no IT resources, freeing the bank's IT personnel to focus on the mission-critical banking software systems. "We have access to support 24/7," says Banta. "And the upgrades happen automatically. And we receive a notification from PeopleStrategy about what's new."

By empowering its employees with the tools to manage their HR and benefit data online, Citizens Union Bank has eliminated manual data entry, reduced processing errors, and freed valuable time for more strategic initiatives.

"By putting control of routine HR and benefit-related issues directly in the hands of our employees, we're saving administrative overhead and reducing manual entry tasks," Banta concludes.



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