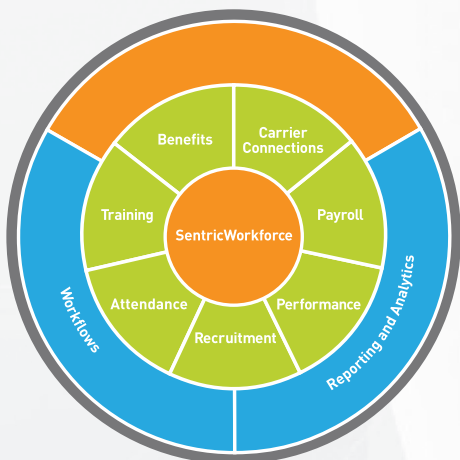


SentricWorkforce[®] Employee Self-Service

Put more human in your human resources.

Employee Self-Service is a powerful way to give your employees greater control of their work life. It does this by creating a broader, more open online space to access, share and efficiently transfer HR information. Employee Self-Service gets everyone engaged—so you do more for every part of your organization.

US	YOU
Building customer-focused, user-focused tools.	Have the solution you've been looking for, and your employees get the tools to take control of traditional, time-intensive HR tasks like insurance changes, absence management and life event updates.
Providing a central hub for employees.	Give everyone in your company a better view of company actions and expectations so you can create a more transparent, more open working environment.
Delivering a more in-depth picture of employees.	Help management by producing a clearer picture of employee performance, qualifications and development—highlighting what they can do, and what they're doing to improve.
Creating clear user roles for all functions.	Provide access to the information everyone needs, so everyone can do their job better while reducing the administrative burden on the HR staff.



ESS

Employee Self-Service is a powerful addition to SentricWorkforce[®] that grows with you. Add what you need when you need it. That's how Sentric[®] brings your workforce in focus.

can help you tailor SentricWorkforce to meet your needs.

In depth: Here's the power of Employee Self-Service.

When employees log on, they land at an easy-to-navigate homepage that unlocks the true power of Employee Self-Service—connecting and empowering your people in the cloud. They'll have easier access to the tools they need to manage daily tasks and focus on their career growth.

Maintain a constant point of contact by giving employees direct access to:

- Employee directory
- Employee documents and personal information
- Onboarding information
- To-dos and checklists
- Company information like handbooks, policy and benefits
- Announcements and timely information

Automate time-intensive administration by allowing employees to handle tasks themselves:

- Make updates in one place on changes in life events
- Update personal information
- Track and file time off requests
- Request and approve leave of absence
- Input time card information
- View timesheet history

Unlock the potential of your workforce by putting training functions and internal job openings in the same place:

- Track and manage goals
- Enroll in training classes
- Review and apply for new job postings

Put more information into employees' hands:

- Work schedules
- Pay statements
- Benefit information
- Tax information – including W-2s and W-4s
- Direct deposit
- Development goals

Why choose Sentric®? In a word: focus.

We're focused on you:

It starts with listening and understanding your business. And it continues as your dedicated representative and our domestic support staff stay focused on you long after implementation.

We're focused on usability:

Building a perfectly tailored HR environment is a delicate balancing act. We make sure your solution is powerful enough to do the job and intuitive enough to get used every day.

We're focused on technology:

Our cloud-based tools give you the features you need, right when you need them. Plus, we make sure that they're as secure as they are scalable.

We're focused on change:

No two days are ever the same, and you need to be able to capitalize on the opportunities you're presented. That's why you want Sentric® as a partner. We're ready for change when you are.

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