

CapHRM

HRM Snapshot

- Created: 2008
- Customer Profile:
 - Small & Medium Enterprises
 - Non-profit organizations

Features

- Company Information Management
- Employee Information Management
- Employee Self Service
- Leave Management
- Time Management
- Recruitment & Performance
- Reporting System

Benefits

- Feature rich, Reliable & Affordable
- High availability & Real-time backups
- Web Based
- Easy extensible and customizable
- Pay as you go & no commitment
- No setup and IT cost
- 24 by 7, round the clock support
- Software as a Service

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HRM PROFILE

CapHRM is a full-featured HRM suite with reliable quality of service and affordable operating cost, ideal for small and medium businesses. CapHRM is offered as SaaS (Software as a Service), no local servers and IT support is required.

It is web based and easy to manage human resource activities On the GO.

Company Information Management

This module defines company structure, pay grades and other information that serves as the backbone for the rest of the system.

- Company Info
- User Information & Security

Employee Information Management & Self Service

This core module maintains all relevant employee related information like Personal Information (Date of Birth, SSN, Nationality etc.), Profile Picture, Contact Details, Emergency Contact(s), Dependents, Job Information, Payment Details, Reporting Structure, Work Experience, Education Details, Skills etc

Employee Self Service is a powerful tool providing employees of the company with the ability to view relevant information & perform tasks such as

- Updating personal Information
- View leave quota
- Submit & view leave applications
- Submit time sheets
- Perform daily Punch in/out

Leave Management

Leave module caters for all leave management functions such as applications and approval processes. The web-enabled and self-service concepts significantly streamline all leave related procedures eliminating paperwork and saves costs

- Define Leave Types
- View Leave Summary of all employees in one screen
- Apply and assign leave
- Automated email notifications
- CSV extractor

Time Management

This module automates project time tracking & daily attendance tracking.

- Define projects and project activities
- Submit timesheets to supervisors for weekly activities
- Daily attendance tracking
- CSV reports

Recruitment & Performance Management

The modules provide full functionality of recruitment and performance management.

Reporting System

The reports module gives you the benefit of being able to customize and define reports from a range of criteria. You can select to save the defined reports to use again or to share with colleagues. Reports can be extracted into CSV files

Partial Client List

NewbrookeMedia, Inc (Research & Media company) - <http://nbp.capminds.com>
 PotomacCraftsCenter, LLC (Art & Craft online store) - <http://pc.capminds.com>
 SommetsetStarGazers (non profit astronomy club)- www.ssgclub.org
 MontgomeryTherapyAssociates (Healthcare firm) - <http://pt.capminds.com>
 HowAdorable (kids & women clothes online store) - www.howadorable.com
 SimmonsLaneNoris (Law firm)- <http://lawfirm.capminds.com>