

Workforce Management

Advancing Beyond Employee Scheduling

Workforce Management

For organizations with diverse and complex workforces, automating comprehensive workforce management business processes is an obvious and high-value decision. Reducing timekeeping and leave management costs alone are just a first step. Improving analysis of labor costs and trends will allow organizations to take workforce management to new levels of productivity, efficiency and cost control.

Hatrak Associates Workforce Management solutions deliver the insight and flexibility your organization needs to make your workforce your greatest source of competitive advantage. The coordination of business demands with workforce demands, Hatrak Associates provides the decision support and rigorous control you need to balance workforce productivity and efficiency and return on investment with employee satisfaction.

Hatrak Associates Workforce Management solutions provide organizations with effective management tools that help ensure maximum efficiency, productivity, and cost savings. With unswerving Workforce Management, your organization can meet its goals and objectives - on time and on budget.

The Case for Automation

The case for automation of Workforce Management business processes should be obvious. Inaccuracies alone can account for a minimum loss of up to 6% of an organization's payroll costs. Even when the additional expense of manual processes and materials are considered these sizeable savings is just a fraction of the eventual benefits to be realized from true Workforce Management.

Hatrak Associates builds on traditional automation systems, but goes well beyond their capabilities by providing flexibility and control of workforce forecasting models, using our "Staff Supply and Demand Analysis methodology, to ensure that you find the most efficient way to deploy labor while using optimization strategies.

Our best practices approach helps organizations quickly evaluate and comply with new payroll policies, new bargaining unit benefits, continuously improve labor deployment models and reduce expenses directly related to the "bottom-line."

Hatrak Associates provides advanced labor deployment analytical and forecasting tools necessary you need to optimize workforce efficiency and productivity, and to support proactive deployment management and decision support.

Hatrak Associates—The Company

Since 1983, Hatrak Associates Workforce Management and Employee Scheduling Software has delivered cost-cutting solutions that have helped many public and private organizations achieve the highest level of operational efficiency and productivity.

Designed for small and medium-to-large sized organizations with complex workforce models, our solutions are easy to deploy, easy to use, and deliver rapid and measurable return on investment.



Users of Hatrak Associates Workforce Management business processes achieve full return on investment within twelve months or less reducing payroll costs and by eliminating costs associated with paper-based time recording, human data entry and the inevitable payroll errors associated with them.

Today, Hatrak Associates is driving Workforce Management to new heights of productivity and efficiency by providing organizations with the tools and information they need to truly optimize their most valuable resource: their workforce.

Hatrak Associates Workforce Management business processes provide organizations with the ability to:

1. **Control Labor Costs** - Identify and reduce costs by efficiently managing daily labor transactions.
2. **Increase Workforce Efficiency and Productivity** - Enhance management and employee operational efficiency and productivity using Enterprise Employees Scheduling and Workforce Management business processes.
3. **Improve Business Competitiveness** - Analyze, forecast in addition, effectively manage labor processes, costs and staffing requirements.
4. **Maximize Workforce Utilization** - Strike the optimal balance between the demand for staff with the supply of staff in complex environments.

Using a series of powerful rules engines, and a full set of Workforce Management features Hatrak Associates Software captures comprehensive workforce data, performs complex calculations, and delivers usable information designed to allow you to evaluate precise metrics, make sound business decisions, and pay your workforce accurately. The Workforce Management features included are time capture and transfer to external payroll systems, scheduling, and leave and absenteeism management.

The Hatrak Associates solution allows you to efficiently manage all of your organization's labor assets, whether they are full-time, part-time or contractors. With the ability to measure demand costs by activity, understand labor trends, and predict staffing needs, you can continuously evaluate and innovate new deployment models and improve management and employee efficiency and productivity in ever-changing complex environments.

Hatrak Associates Keys to Effective Workforce Management

- Fully automated employee time and management
- Enterprise Employee Scheduling
- Powerful and reliable tracking and forecasting
- Entitlements, leave usage, and leave balances tracking
- Flexible and rules-driven real-time data collection: Custom add-on features can be used to accommodate a variety of time capture devices including upgradeable time clocks, biometric devices such as fingerprints and retinal scans, and web-enabled devices & PCs
- End-User configurable rules engines for complex and diverse pay rule environments.
- Detailed reporting
- Seamless integration to human resources, fiscal, budgeting, training, payroll, and other enterprise systems
- On-demand professional consulting, implementation services, training, and customer support

Workforce Management: A Phased Approach

Hatrak Associates solutions are designed to allow organizations to automate Workforce Management functions in phases starting with the Enterprise Employee Scheduler and the Employee and Time Management solutions. The Staff Supply and Demand Analysis modules, the budget-based scheduling modules, and the training modules are implemented on an as needed basis.

Hatrak Associates Workforce Management

Hatrak Associates Workforce Management consists of three major activities that enable your organization to closely monitor and manage your labor resources.

1. Enterprise Workforce Scheduling

- Tight integration between planning and scheduling systems provides the ability to forecast labor demands.
- Staffing plans, based on accurate workforce demand information, translate into efficient allocation of resources.

2. Time and Labor Management for Maximum Productivity and Cost Control

- Comprehensive data collection options ensure suitable solutions for any employee profile, including professionals, salaried, hourly or contract no matter where they work in the organization
- Accurate time accounting data processed against complex pay rules eliminates rework in the payroll process
- Detailed and concise time data capture and reporting ensures compliance with rules, regulations, and labor agreements.
- Seamless integration with other enterprise and legacy applications leverages technology investments.

3. Decision Support for Optimized Business Planning

- Identify inefficiencies and test new labor scenarios for process improvement using our Staff Supply and Demand Analysis and forecasting tools.
- Goals and Performance measures against a set of default metrics designed to help understand labor costs and identify trends.
- Align and then re-align an organization's overall business objectives.

HABBS™

POWERED

Powered by Hatrak Associates Budget-Based Scheduling Engine

For more information, please visit our website at www.Hatrak.com or call toll free 1-702 869-8900