



Our Sequent HR Management System is an integrated payroll and Human Resources system that provides the functionality you need to manage every aspect of the employee lifecycle in one place – from recruitment to retirement.

FUNCTIONALITY AND FEATURES

This system will make a tangible difference to your HR and executive teams by significantly reducing your administrative and operational costs for performing routine business activities, allowing your HR team to focus on your most important asset—your employees.

Employees can access important information, get questions answered, and complete routine updates instantly. Some of the specific functionality and features of the system are listed below.

HUMAN RESOURCES AND EMPLOYEE DEVELOPMENT:

- Real-time, self-service access to company and employee information
- Recruiting management
- Performance management
- Training management
- Position management

PAYROLL ADMINISTRATION AND TAX MANAGEMENT:

- On-line data management
- Wage history summaries
- Real-time reporting
- Over 600 standard reports
- Effective/future dating
- Optional: Tax filing services
- Optional: Paycheck printing

BENEFITS ENROLLMENT AND MANAGEMENT:

- Compensation management
- Retirement plan administration
- Group and health plan administration
- On-line benefit enrollment

ENTERPRISE INTEGRATION TOOLS:

(to exchange information with other systems and third parties)

- Government compliance (EEOC, OSHA, COBRA)
- Time & attendance systems
- Accounts payable
- Company's general ledger
- Tax filing (Federal, State, Local)



SEQUENT HR MANAGEMENT SYSTEM



The Sequent HR Management System serves as your centralized gateway to business communication and activities for your administrators, HR/payroll staff, management team and your employees.

YOUR COMPLETE HR, BENEFITS AND PAYROLL SOLUTION

Your company will save time and resources because common administrative tasks and benefit administration can be centralized and yet accessible from anywhere via the Internet. And because the system is a Web-based hosted solution, there is no up-front capital expenditure.

