

# Devine HRIS™

Manage your employees more efficiently through our comprehensive online system

## Devine HRIS

The Devine Human Resources Information System (HRIS) acts as a talent management tool for every stage of the employee life cycle—from hiring to separation. This customizable online solution includes components ranging from applicant tracking to payroll.

### HIRING

Devine HRIS can streamline your employee selection by managing job applicants through the recruiting process, including job board postings, candidate screening, hiring assessment result storage, background checks and offer/rejection letter generation.

### ONBOARDING

Ease new hires into your organization with Devine HRIS. Our system will help make the onboarding process smoother by giving your new hires the capability to complete all necessary paperwork online (such as benefit enrollment and W4s). With Devine HRIS you can ensure all required paperwork has been completed prior to your new employee's first day of work.

### DEVELOPMENT

Enhance your human resources team (whether it is a team of one or 20) by implementing customizable employee development initiatives within Devine HRIS, ranging from reward and recognition programs to tailored management training. Devine HRIS also allows you to manage sick days and vacation time in one easy-to-use platform.



Improve your talent management processes with our intuitive and easy-to-implement Devine Human Resources Information System.

Use Devine HRIS for the entire employee life cycle:

- Hiring
- Onboarding
- Development
- Advancement
- Separation

# Devine HR Information System

## ADVANCEMENT

Devine HRIS allows you to effectively and efficiently manage employee payroll, including expense processing and salary changes. For employee advancement and promotion purposes, this platform integrates a performance review program. Consultants will work with your company managers to ensure that your review process is consistent, fair and in compliance with EEOC guidelines.

The Devine HRIS system integrates our Devine 360™ tool, which is effective at gathering an honest assessment of an individual's behaviors and habits that affect others in the workplace. Results of this multi-rater feedback can be used for employee promotion considerations when evaluating the strengths and weaknesses of your management staff.

## SEPARATION

Manage the termination and separation process through Devine HRIS by ensuring employee discipline and termination requests are fully recorded within the system. All documents that are part of the termination process can be kept within this online system for future reference.

By integrating the Devine Online Exit Survey™ with the HRIS program, you can help solve your organization's employee retention problems. This online survey provides you with clear, concise and actionable management information on why employees are voluntarily leaving your company. Results can be stored within Devine HRIS for future employee retention planning activities.



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