



NUVIEW SYSTEMS INC

HR & BENEFITS ADMINISTRATION

Maintain core demographic data, including job, salary, benefit elections, skills, emergency contacts and other information centrally for easy access and reporting.

- Absence tracking
- Entity assignment
- Employee Nine Box
- Employment history
- Organizational chart with pictures
- Carrier interfaces
- Property/asset tracking
- COBRA administration with letters
- Benefit eligibility calculations
- Support benefits, FSA/HSA's

COMPENSATION MANAGEMENT

An advanced salary planning, incentive and stock planning tool that enables Managers and Human Resource departments to streamline the focal review process.

- Supports multiple allocation methods
- Merit matrix model
- Budget & increase overrides
- Real time compensation data
- Reduces overall time spent on budgeting

TIME ENTRY

Track work hours and exceptions for salaried and hourly workers.

- Allocate hours to projects/departments
- Approvals; Export to payroll
- Track vacation/sick/personal days

RECRUITING MANAGEMENT

Define requisitions and publish open positions to web site and job boards. Applicant data is automatically created and populated. Find the best match for jobs using either job or position management methodologies. It also provides tracking & cost analysis on your recruiting efforts.

- Resume loading and parsing
- Auto populates key data fields
- Correspondence and interview tracking
- One-click-hire feature – no re-keying!
- Job postings and job skills
- Cost of requisitions
- Pre-screening and interview questions
- Prior employment and skills

PAYROLL

Our hosted payroll module offers solutions to complex payroll needs. This real time module provides quick and easy setup for new employees, with the ability to view multiple employee records. Our in-house payroll module processes payroll at your convenience, not some pre-determined vendor schedule. The system audits payroll data and corrects errors before checks are printed. Print manual checks on demand and process expense reimbursements whenever needed.

- Access multiple pay rates by employees
- State and local earnings and taxes by employee
- Unlimited check history on line
- Export data to Excel for further analysis
- Interfaces to GL systems and 3rd party time keeping systems
- Real time – no batch uploads

TRAINING ADMINISTRATION

Training Managers can define the course list and programs, enroll employees, track credits, certifications, training costs and tuition reimbursements.

- Authorization for employee self-enrollment
- Tracks certificates and course credits
- Develops wait lists
- Generates notifications and confirmations
- Perform mass or individual enrollments



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EMPLOYEE SELF-SERVICE (ESS) & MANAGER SELF-SERVICE (MSS)

Self-Service allows Employees and Managers to access HR & Payroll information anytime, from anywhere. This provides significant benefits in the form of reduced administrative overhead, "paperless" transactions, more accurate data, faster response times, increased productivity and more efficient workflow and approvals.

- Benefit open enrollment
- Mobile authorizations
- PTO requests and authorizations
- Life event changes
- Performance evaluations
- Multilingual profiles
- Salary change requests

REPORTING

Key to any system is the ability to access your data easily, when you need it, to make actionable business decisions. NuView's built-in report writer makes it easy for any level of user to get the information they need.

- Import/Export capabilities
- Query builder and report writer
- Point-in-time reporting
- Compliance reports (EEO, VETS, OSHA)
- Over 150 standard reports

METRICS

Companies track and analyze key variables, by role and business need, as the basis for measuring strategic effectiveness. Using role-based logins, Managers and Executives compare their results against company goals and objectives, as well as industry standards. Metrics can be implemented at all levels of the company, starting with basic data and progressing to more complex metrics, including data external to our HRIS.

- Comparison against company averages
- Comparison against industry standards
- Role-based metric displays
- Integration of third party benchmark data
- Performance management, by role
- Roll up capabilities

CANDIDATE SELF-SERVICE

Job applicants develop a more positive image of your company and don't feel ignored in the application process.

- Submit resumes on-line
- Submit resume for multiple job openings
- Update resume as needed
- Answer screening questions
- Employee referral information collected

SUCCESSION MANAGEMENT

Succession helps you identify, prepare and develop your future leaders and managers.

- Organizational chart (multiple views)
- Individual development plans
- Employee and organizational Nine Box
- Competency & gap analysis
- Identify backup candidates

