

## CASE STUDY

**HR SYSTEM FOR  
AUTOMATED ONBOARDING** **The Challenge**

The Client was using manual processes for onboarding. This involved sending multiple emails for communications, making it hard to keep track of statuses and progress. Employees would also use DocuSign, manually filling in repetitive information on all the documents requested. Finally, HR initiated benefits and spent a great deal of effort on biweekly payroll.

A complex document management system was followed, which has potential losses, too. It is very time consuming for HR to send all required documents individually, which is prone to human error. For the employee it was hard to complete each of the documents they received, as each document came in a separate email.

**The Solution**

V-Soft Labs suggested a cloud-based solution, HR Onboarding, which integrates all of the third-party systems used by the client while automating all of the processes, all while giving the Client the opportunity to monitor all status updates and changes on one single dashboard.

**The Result**

The complete onboarding system is automated with HR simply entering the preliminary information and giving access to the employees for self-service. The employee dashboard allows them to fill out their information on a single form, which enables everything else to be auto-populated. This process saves lot of time and effort on both ends, and it also provides a great experience to the new employees.

The completed documents save automatically, helping to avoid any data loss. One-click approval for payroll and benefits automates all the work while keeping it secure. Many of the common solutions can be provided by an intelligent chatbot as well; not just information, but also actions.

**The Company**

The Client is a large, nation-wide staffing business that performs a great deal of onboarding activity on a weekly basis.

*“The system addressed all of our pain-points ... now a fortnight’s worth of work can be done in three days at the same time as having things more organized.”*

- HR Manager