

HR & BENEFITS ADMINISTRATION

HR & Benefits Administration is a flexible, user-friendly tool that helps compensate staff, maintain demographic information and administer comp & benefit options for your global workforce.

A wide range of company and employee data is maintained centrally, which can be included in standard or ad hoc reports.

Employee specific data includes everything from previous employment, compensation history, benefit elections, 401(k) options, job skills, emergency contacts, company issued property, I-9, performance reviews and other information – all at your fingertips.

POWERFUL SEARCH CAPABILITIES

Search for employees using name, employee ID, payroll ID, employment status, job, location or department, or customize your own search.

Our system makes finding and displaying the data you need easy and efficient.

UNLIMITED UDF'S AND MORE

If your company needs additional fields, or even tables, our underlying toolset lets you quickly and easily add these to the database and displayed forms. These can be used in reports, searches and even calculations.

The standard report library includes benefit statements, total compensation and compliance reports such as EEO-1, EEO-4, Vets 100, 300, 300A & 301, HIPAA certificate and COBRA.

CREATE YOUR OWN REPORT

A built-in ad hoc report writer and query tool provides great flexibility in generating answers to your questions, creating reports against specific criteria and generating standard letters and emails for a wide range of HR activities.

Any level of user, from novice to expert, can generate the report they need.

HIGHLIGHTS

- ✓ Open enrollment
- ✓ New hire on boarding
- ✓ Skills & competencies/certifications/licenses
- ✓ Compliance reporting
- ✓ Basic org chart
- ✓ Advanced workflows & wizards
- ✓ Entity assignment
- ✓ Grievance Tracking

The screenshot displays the 'Employee Profile' page for Felicia Adams. It includes a navigation menu with tabs for General, Contact, Emergency Contacts, Employment Details, Training, Skills, and Property. The 'Personal Information' section shows fields for First Name (Felicia), Last Name (Adams), Nickname, Former Name (Smith), Gender (Female), Race (White), Veteran status (No), and Disabled status (No). Below this is a 'Benefits' section with a table of selected plans:

Plan Type Name	Benefit	Benefit Start Date	Eligible Date	Insurance Carrier	Company Premium	Employee Monthly Premium	Employee Pay Period Deduction
Medical Coverage	Blue Cross Blue Shield of Michigan	01/01/2009	01/01/2009	BCBSMIA	614.00	279.04	128.76
Dental Coverage	Delta Dental of Michigan	01/01/2009	01/01/2009	DDMIA	614.00	117.00	64.00
Life Insurance	Delta Dental of Michigan	01/01/2009	01/01/2009	DDMIA	614.00	128.40	68.00
Health Savings Account	Delta Dental of Michigan	01/01/2009	01/01/2009	DDMIA	614.00	47.20	21.76

The interface also shows a sidebar with a tree view of HR functions and a search bar on the right.



FUNCTIONAL AREAS COVERED

DEMOGRAPHICS

- Employee profiles
- Emergency contacts
- Immigration data
- Property/asset tracking
- Relocations
- Previous employment
- Skills/competencies
- Photograph
- Certifications/licenses

EMPLOYEE COMPENSATION

- Salary reporting
- Compensation structures
- Salary components
- Stock offerings/ Bonus & Incentives

LEAVE / PTO

- Absence accruals
- Time off requests
- FMLA

BENEFITS

- Unlimited plans
- Cafeteria benefits, FSA/ HSA's
- Flexible eligibility rules
- Carrier interfaces
- International benefits
- 401k / 403B Plans
- COBRA administration

PERFORMANCE

- Skills
- Education
- Training needs
- Courses taken/competencies
- Reviews
- Discipline - outcomes & timeframes

ABOUT NUVIEW SYSTEMS

NuView Systems is a global provider of HR & Payroll software tools that enable business strategy through advanced HR technology, across the enterprise, on a worldwide basis. Designed for organizations with a strategic HR vision, which utilize our flexible technology to achieve that vision, NuView's clients are leading organizations that have improved organizational effectiveness and earned global recognition for the strategic delivery of HR & Payroll services to their respective organizations.

NuView's web native product suite has won numerous awards, including "Top Ten HR Products of the Year" by Human Resource Executive magazine, and a Human Resource Technology Excellence Award for Innovative & Creative Development of HR Technology Solutions – HRMS.



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SELF-SERVICE (ESS & MSS)
RECRUITING MANAGEMENT
CANDIDATE SELF-SERVICE
COMPENSATION MANAGEMENT
TRAINING ADMINISTRATION

PERFORMANCE MANAGEMENT
SUCCESSION MANAGEMENT
TIME ENTRY
PAYROLL
REPORTING

METRICS
LEGAL LINE
GLOBAL CAPABILITIES
MOBILE CAPABILITIES