People First HR helps guide HR leaders with data-driven insights and predictions, enabling them to confidently make informed decisions and elevate their strategic value in the business.

By enabling you to manage all your employee data and core processes in one place – with less reliance on time-consuming and error-prone manual tasks – People First HR reduces your admin burden and your compliance risks. Empowering your people with an easy, intuitive, self-serve model, People First HR lets employees easily access and update their own records at any time, from any location.

People First HR also strengthens employee engagement and communications, allowing you to easily and securely connect a dispersed workforce to achieve greater resilience, better alignment and a more unified culture. It’s the employee gateway to all their business information and the platform that drives connection and collaboration.

A multi-tenanted SaaS application deployed and hosted on Microsoft Azure Cloud, People First safeguards security, resilience and stability, including compliance with global data protection requirements.

Empower your employees with an intuitively-easy solution
Overcoming your HR challenges

People First HR enables you to:

• streamline inefficient, time-consuming HR processes and reduce HR costs without creating additional business risks
• increase productivity so that the organisation can do more with less
• achieve employee-led HR
• create a flexible workplace that supports changing employee needs
• eliminate the limitations of inflexible, outdated legacy HR systems, supporting an engaged and collaborative workforce
• extract more value from employee-related data
• ensure the HR function is seen as strategically important and an enabler of broader business transformation, embedding resilience and flexibility

Your ongoing business benefits

☑ Increase efficiency by simplifying, automating and integrating time-consuming, error-prone processes for employees and HR teams

☑ Reduce risks by increasing data accuracy to strengthen compliance

☑ Boost productivity by freeing up resources and empowering individuals to engage with the business and take responsibility for their careers

☑ Strengthen decision-making through analysis of employee data and delivery of proactive insights that highlight potential issues

☑ Improve business agility by freeing up employees to respond faster to changing business needs

Data-driven insights enable better, proactive decisions
Features

People records
- People record management stores employee information, including contact details, address, next of kin, emergency contacts, sensitive information and bank account details
- Right to work stores all documentation you may need to audit, including passports, visas and work permits
- Attachments enable individual records to become the go-to information source for employees, managers and HR

Organisation management
- Unlimited custom cards build out additional information fields specific to your business or industry
- Organisation charts can be accessed by everyone
- Transparent record of employment for each employee
- Easy maintenance across salary, hours, notice period, probation period, schemes and benefits

Absence management
- Absence request management and approval for all absence categories
- Working patterns record expected days and hours
- Multiple public holiday calendars and length of service schemes
- Absence policy settings and threshold rules can be set for a person or part of the organisation

Employee engagement
- Employee recognition through instant colleague feedback and endorsements
- Centralised links to third party software/sites for access to up-to-date information
- Branding with logo on login page and homepage

Communication and collaboration
- Community collaboration groups enable information sharing, such as policies, business wins, charitable ventures or research projects
- Policy documents can be easily shared and updated
- Polls provide an easy, instant way to take the pulse of the business

Insight and analytics
- Comparison views for managers and HR can be filtered, sorted and exported to a spreadsheet for further processing
- Automatic insights and trends show at a glance how you are progressing and identify any trend hotspots
Features continued

**Process automation**
- Standard nudges, notifications and alerts let you know when something needs to be done
- Correspondence templates support changes to employee records
- Standard security roles are already tested to assign additional responsibilities to your people
- Out-of-the-box configuration includes content for all of our drop-down menus, so you can start using People First HR straightaway
- Open APIs, webhooks and data sources for integration with other business systems and processes
- Integration tools feature data imports and exports to help set up and maintain your system

**Localisation**
- Regionalisation through language options in: UK English, US English, French, German, Spanish, Italian, Swedish, Dutch and Chinese
- International time zones

**Security and audits**
- Full records of changes made and who made them
- User access management ensuring that only the right people have access to your information
- Data encryption and two-factor authentication

**Apps**
- iOS and Android apps available on all devices, supporting dispersed workforces who don’t normally have access to IT

**Self-service**
- Everyone in the business can update their own records as well as accessing their payslip, P60 and latest company information
- Digital assistant available 24/7 on any device

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See how easier meets better with People First.

For more on how you can streamline and transform your HR and payroll processes, including a People First demo, just get in touch.

info@mhrglobal.com | mhrglobal.com | 0115 945 6000