

Employ Enhanced Document Management

Streamlining HR administration can be a difficult task for many organisations. Our partnership provides an easy to use and effective solution for managing all your documents. Improve the flow of data throughout your entire organisation with automated rules and an enhanced digital strategy.

iTrent Document Manager adheres to industry specific compliance requirements, while also providing an audit trail of all system access.

The solution offers full compatibility across all file types, and version control. iTrent Document Manager supports organisations with their administrative needs helping to achieve operational excellence.

Through iTrent Document Manager organisations can utilise a centralised digital records hub for ease of access both remote and onsite.

Through this single storage interface, you can also improve GDPR compliance and utilise automated retention/deletion functionality, facilitating workflow efficiency and security.

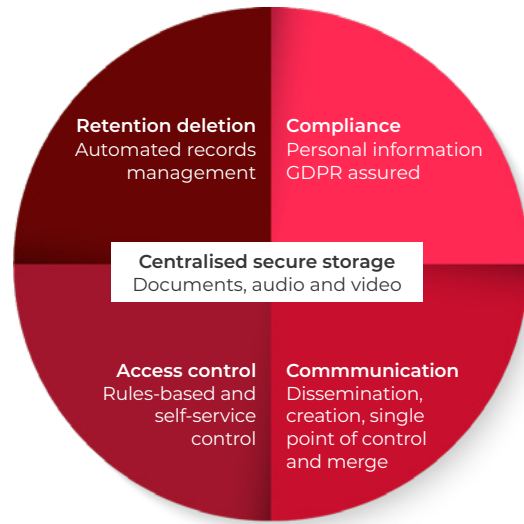
iTrent Document Manager offers a secure solution for housing sensitive in-house data, coupled with powerful search capabilities across all company records. A mobile ready and scalable system, iTrent Document Manager grows with your organisation.

Remove common inefficiencies for HR teams such as duplicate documents and accidental archiving of data, through a flexible document management solution.

Key benefits:

- Enhance your iTrent system through a single digital document repository
- Reduce administration and create an effective flow of information throughout the organisation
- Improve your security strategy with access control to in-house sensitive data ensuring you meet GDPR and other compliance requirements
- Keep track of document activity through audit trails, vital for legal admissibility
- Leverage powerful search capabilities across all of your HR records
- Implement workflow process automation to support and streamline business critical processes
- Store and access all document types from a single online solution

360° HR records management



Please contact your Customer Relationship Manager for more information.

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