Payroll

PF-ESI-PT

Muster   Leaves

Recruitments

Arrears calculation   Timesheet

TDS

Appraisals & Training

Accounts   Gratuity   incentive
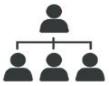
LTA

Training

SaaS

HumanAsset

Happy Employee, Happy Business

Payroll   PF-ESI-PT   Recruitments

Zero Hardware Cost | Zero License Cost | Zero Maintenance Cost

Organization Chart

- Provision to create a live organization chart along with specification of Skills, Experience & Qualification for each position
- Configurable attendance rule like set grace time and subsequent leave deduction
- Provision to Define Allowance & Deduction Heads
- You can maintain the record of each employee promotion / location Change
- You can maintain the record of each employee intercompany transfer
- Document management service

Recruitment

- Provision to create Indent for vacant position by Business Head along with automatic generation of JD for the Position
- Provision to Maintain CV Bank –
- Provision to Apply Boolean search on the CV Bank as per Skill wise / education detail / experience details / personal details / salary expected / upload soft copy of CV
- Scheduling one or more rounds of face-to-face / Telephonic interviews of selected candidates and recording the outcome & observations of the interview.
- Generation of Offer letter & Appointment letters

Employee Onboarding

- Provision to Record Personal information & other Information Such as Experience, Education, Bank details, Nominee Details of the new Joinees
- Provision to Upload scanned documents Submitted by the Employees
- Provision to Create multiple Pay rules for each Allowance Head & Deduction Head and assign the applicable rules to employees
- Assignment of assets such as Mobile SIM, Access Cards, Visiting Cards etc.

Attendance

- Provision for Shift assignment
- Provision for Leaves management – CL, SL, PL, etc (can add more leave types)
- Leave / Muster modification / Comp Off (Extra Work) Application and Approval with Alerts
- Biometric devices integration
- Apply HR rules (as per company policy)
- Attendance Approval process (according to user rights)

Salary Calculation

- Provision of creating muster for attendance for each employee and apply attendance rules
- Auto calculation of PF, PT, ESI, LWF, TDS, etc.
- Generate & print Pay slip and salary statement
- Pay slip can be send by email to employees
- LTA / PF / ESI / PT challans
- TDS - Income Tax Projection / Form 16
- Bonus and incentives calculation according to company policy. And pay through salary or separately
- Gratuity calculation according to company policy. You can define rule and formula to calculate. Make payment through salary or separately

SOLUTIONS PORTFOLIO

Appraisal

- Define employee wise KPI and assign to different position / employee
- You can define your organizational Appraisal process and create forms
- Ratings by Self / HOD / Reviver from employee portal in workflow manner
- Generate employee wise Summary and detail report of appraisal

Training

- Creating Training batches / Calendar
- Training assignment to employee
- Creating On demand training batches

Exit Formalities

- Exit Interviews
- Full & Final settlement calculation

Employee Portal

- Employee can view their personal information
- He / She can see Leave Balance / Birthdays / Anniversaries
- Company can upload their Holiday List (Holidays / weekly off) for employees
- Application and approval of Muster modification / Leave Application / Comp Off
- Help Desk – Employee can communicate/ send queries to HR via portal, and view the progress of the same
- Employee can download / view their pay-slip every month
- Through portal employee can provide their Investment Declaration for Income Tax
- Department employee can create their indent via portal
- Employee can participate in eAppraisal (Self / HOD / Reviewer) (monthly / midterm / annually) process

Android App for attendance

- Attendance Capturing - Sign In and Sign Out only on registered locations
- Employee can see their daily In/Out times, their leaves, half days , early/late - coming/going
- Employee can apply for leaves or muster modification
- View annual balance leaves
- Approval for leaves or muster modification

Admin

- Authorized person can track employee location
- Mobile, petrol, other expenses bills submission
- Assign and transfer Mobile handsets, Sim Card, Laptop, Tab etc to employees
- Expenses Bills entry
- You can set limits in expenses for each employee and deduct excess consumption from salary
- Maintain all the record of Advance / Loan Application / payment / recovery

Rights / Security Management

- User wise process rights, company rights, branch rights
- Role wise menu rights
- Report Printing / Export rights

About Kanix

Kanix is a fast growing software product development and marketing company with focus on project execution Industry. Kanix's product line for Businesses successfully intergrates high-end e-commerce and ERP for large, mid-sized and small businesses. Hundreds of Business Houses worldwide are adding value to their businesses using the state-of-art software products of Kanix. Kanix posses a very strong domain knowledge in project execution and are pioneer in Business-Process-Reengineering (BPR) and Management consultancy.

Kanix has invested seventeen long years in developing the methods & processes for effective management in the project execution Industry. These methods & processes are converted into an effective automated management tool.

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