



PAYROLL & HR SERVICES

MANAGE YOUR WORKPLACE WITH A STREAMLINED PLATFORM

Payroll and HR Services provide a range of solutions to efficiently pay employees, administer human resource functions and track company-reimbursed expenses. A secure online platform connects you to customized services and reporting, saving valuable administrative time and improving accuracy.



Time & Attendance

- Touchless Timeclock with biomedical technology including facial recognition with or without masks and thermal body temperature checks, optical fingerprint and ID badge reader capabilities
- Badge Readers for barcode or magstripe IDs, and keypad entry
- Kiosk Tablets to clock in/out, submit time off requests, read messages and view schedules
- Administrators can view dashboards and detailed reports, live schedules and weekly summaries



Benefits Administration

- Automate enrollment and changes on health coverage and other benefits
- Set enrollment rules, plan limits, documentation and cost share
- ACA compliant



Payroll

- Disburse pay and reimburse expenses electronically
- Download reports to prepare W2 forms and taxes
- Provide employees online access to their pay history
- Ensure compliance with I-9 Work authorization, EEO and other regulatory requirements



Talent Management

- Manage recruiting, onboarding and compensation
- Customize performance reviews, online training, employee surveys and recognition
- Identify employee career paths for succession planning, promotion and training opportunities

For more information, contact your account officer or call our Customer Service Center at 305-569-5000 or 844-OCEAN4U (844-623-2648)



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